

**JOINT GUIDELINES  
FOR THE IMPLEMENTATION OF THE AGREEMENT ON SCIENTIFIC CO-OPERATION  
BETWEEN THE  
DEUTSCHE FORSCHUNGSGEMEINSCHAFT (DFG)  
AND THE  
NATIONAL FOUNDATION FOR SCIENCE AND TECHNOLOGY DEVELOPMENT (NAFOSTED)**

In accordance with article V of the Agreement on Scientific Co-operation between the DFG and NAFOSTED, the Joint Guidelines provide means of implementation of the Programme between both organisations.

### **1. Scope of Co-operation**

The scope of co-operative activities may cover the entire spectrum of science and technology, including social science and humanities over which both DFG and NAFOSTED have funding competence.

### **2. Eligibility of Participation**

Scientists and scholars who are members of the scientific and scholarly communities in Germany and Vietnam may request support from their respective organisation, DFG or NAFOSTED, to participate in the co-operative activities in compliance with the formal requirements of each organisation. In this regard, membership is primarily determined by the affiliation of the scientist or scholar with an institution of research or higher learning in the respective country.

### **3. Grants to initiate and intensify bilateral co-operations**

Based on joint agreement DFG and NAFOSTED support initiatives for and intensification of bilateral scientific co-operations mainly through the modules of bilateral seminars, preparatory and consultative visits. Scientists can choose one module or apply for a combination of modules for a period of one year<sup>1</sup>.

#### **3.1 Bilateral Seminars**

##### **3.1.1**

Bilateral seminars can be held in either country for a period of up to one week. An extension of scientific visits in the host country may be granted, if deemed appropriate. A bilateral seminar is defined to be a small scale meeting comprising of the organisers and usually up to 10 scientists from each side.

If deemed necessary, some participants from third countries may be included. It should be a forum for scientific exchange and lead to the preparation of research projects. Upon submission of a bilateral seminar proposal by an organiser on each side, DFG and NAFOSTED will evaluate the application according to scientific criteria. The organisers should, within the terms of approval, prepare the bilateral seminar in detail and submit a report about the meeting after it has been completed.

##### **3.1.2**

Normally the sending organisation will be responsible for the international travel of its scientists, and the host organisation will provide usual hospitalities and amenities, including per diem expenses and domestic transportation that is not included in the international travel.

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<sup>1</sup> For applications to DFG the guidelines "Merkblatt Initiierung und Intensivierung bilateraler Kooperationen" are available on the website: [www.dfg.de](http://www.dfg.de)

### 3.1.3

In accordance with international practices, bilateral seminars will be conducted in English language, unless other arrangements are agreed upon between the organisers.

## **3.2. Preparatory and Consultative Visits**

### 3.2.1

Preparatory visits are designed to enable interested scientists and scholars to develop co-operative activities in the partner country. The sending organisation will be responsible for the international travel, while the receiving organisation will provide hospitalities and the usual amenities, including per diem expenses and domestic transportation that is not included in the international travel. The duration of preparatory visits usually will not exceed three weeks.

### 3.2.2

Consultative and research visits are designed for scientists and scholars of the two countries doing parallel or complementary research in their own countries, but may enhance the research output of each other by getting together for consultation or for the presentation of new joint projects. Such visits usually will not exceed three months. In principle, consultative visits may be financed on the same basis as the preparatory visits.

### 3.2.3

Preparatory and Consultative Visits might also include the participation in scientific meetings and conferences in the host country, however, conference fees will not be provided.

### 3.2.4

The host and the invited scientist need to request funding from the organisation (DFG or NAFOSTED) in their home country at least three months prior to the visit. The organisations will inform each other about the applications and the decision.

### 3.2.5

Applications of invited scientists are to include the following details and should be forwarded in form of a "Personal Data Sheet" (see enclosure):

- data regarding the scientific career of the candidate including information on academic degrees, current position, field of scientific specialisation and knowledge of language;
- list of main scientific publications;
- an outline of the envisaged research;
- specific information on the proposed programme or purpose of the visit including details on scientific centres of affiliation in the host country, length of stay etc.;
- an invitation of the host outlining his/her interest in the collaboration and the scientific benefit which is expected to result from the sojourn of the guest at the host institute.

## **4. Joint Research Projects**

Furthermore, DFG and NAFOSTED support joint research projects. The duration of joint research projects is normally up to three years. However, extensions may be granted, if deemed appropriate. Joint research projects are carried out, in principle, by two research teams, one on each side. However, funding may also include collaborative research on a larger scale (such as research units, collaborative research centres, international research training groups,...). Subject to the availability of financial resources, each organisation shall support the costs of its own country's research team. Collaborating scientists from the two countries should consult with each other in advance and submit their agreed proposals simultaneously to their respective institution. Proposals should comply with the formal requirements set forth by DFG and NAFOSTED respectively. Proposals will be evaluated by DFG and NAFOSTED. Those mutually approved by DFG and NAFOSTED will be funded.

## **5. Scope and Financial Arrangements**

### 5.1

Financial arrangements will be individually considered and agreed upon based on the principle of reciprocity. The receiving organisation will meet the hospitality and internal travel expenses on the basis of per diem or incidental grants and in kind.

### 5.2

A sufficient international health insurance is subject to the care of the participating scientists on each side.

## **6. Amendments and Expiration**

### 6.1

Amendments to these guidelines may be made by mutual agreement between DFG and NAFOSTED at any time.

### 6.2

The above guidelines shall become effective together with the Agreement on Scientific Co-operation between DFG and NAFOSTED, signed on 5<sup>th</sup> May 2010 in Hanoi.