

# Supplementary Instructions

## for Projects Involving Cooperation with Developing Countries



Disclaimer: The English translation of this document is provided for informational purposes. In the event of a discrepancy between the English and the German versions, the German text takes precedence.

## I. General Information

### 1. Aim and scope

Researchers working in Germany who meet the DFG's eligibility requirements can submit a joint proposal to fund domestic (German) and international project costs with colleagues from a developing country. Proposals are submitted within the research grants programme.

The aim of this funding measure is to promote collaboration between researchers from Germany and developing countries within the framework of projects in basic research of a high scientific standard. In addition, the research capacity and scientific performance of the participating researchers in the developing countries should be enhanced. Tasks in the proposed collaboration should be planned and carried out as far as possible with the equal participation of German and international project leaders.

The DFG's standard quality criteria apply to the review, evaluation and decision processes. If the proposal is successful, funding is only awarded to the researcher working in Germany. The project leader in Germany then transfers the funds allocated for the project components in the developing country to the international project leaders.

### 2. Requirements

#### 2.1. Eligibility for the German project component

The general rules for the individual grants programme apply to applicants in Germany, including the duty to cooperate pertaining to members of non-university institutions. Any duty to cooperate for DFG applicants at non-university research institutions can only be fulfilled through cooperation with a partner at a German university/higher education institution.

Please note DFG form 55.01 (Guidelines on the Duty to Cooperate) for more information.

[www.dfg.de/formulare/55\\_01](http://www.dfg.de/formulare/55_01)

#### 2.2. Requirements for submitting a project component in a developing country

Project components in developing countries may be funded by the DFG if the contribution of the cooperation partners in developing countries is essential to the project.

In addition, project leaders in Germany must explain why the international project leaders do not have sufficient funding to conduct the project and are unable to obtain money from a

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funding organisation in their own country. The DFG assumes that these requirements will usually be met in the developing countries listed in the German-language document, which can be downloaded from the following site:

[www.dfg.de/coop\\_developing\\_countries](http://www.dfg.de/coop_developing_countries)

In some of these countries, however, partner organisations provide funds for co-financing the partner side; these countries are marked with an asterisk in the list. The DFG can only fund project partners in these countries if the partner organisation in the respective country does not provide funding for the project due to budgetary constraints. Proposals from countries marked accordingly must therefore include a statement by the international partner affirming that they and/or the partner organisation are unable to provide local funding in full or in part, and that it is therefore necessary for the DFG to support the project.

The research institution of the international project leader in the developing country must conduct independent basic research. Universities/higher education institutions and publicly funded research institutions that do not impose restrictions on publishing are generally regarded as such. Commercial institutions abroad are not eligible for DFG funding.

### **3. Preparation**

As early as during the preparation phase of a cooperation project, the DFG's International Affairs Division should be contacted to discuss whether the project is generally eligible under the programme.

[www.dfg.de/en/about-us/head-office](http://www.dfg.de/en/about-us/head-office)

To facilitate the planning of the joint project, funding for travel abroad may be requested under the Initiation of International Collaboration Programme.

[www.dfg.de/initiation\\_international\\_collaboration](http://www.dfg.de/initiation_international_collaboration)

### **4. Cost categories for international project components**

The following details relate to cost types that can be applied for to cover expenses in the developing country. Project components in Germany must comply with the general rules and guidelines for research grants.

For the international proposal components, only direct project costs envisaged in accordance with the modules available through research grant funding may be requested. The following

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modules may not be applied for in conjunction with the international partner: Temporary Positions for Principal Investigators, Replacements, Temporary Substitutes for Clinicians, Standard Allowance for Equity and Diversity and Mercator Fellows.

Funding for staff employed by the cooperation partners in the developing country may be requested on the basis of customary local rates. Applicants must provide the required level of qualification for each position requested (e.g. postdoc, doctoral researcher, research assistant or non-academic staff member).

Funding for instrumentation to be used by the international partners can be requested for self-procurement. This generally applies to project-specific instrumentation with a procurement value of up to €10,000 per item. In exceptional cases, instrumentation with a procurement value of up to €50,000 per item can be procured for the international partners if such instrumentation cannot be provided through the international partners' core support.

If instrumentation whose procurement value exceeds €10,000 is requested for the international project component, this must be justified in detail in the proposal, setting out the international partners' existing instrumentation.

Unless otherwise specified in individual cases, purchased instrumentation becomes the property of the cooperation partner's country or of the supporting institution in the foreign country. They should be inventoried according to local regulations and marked as "funded by the Deutsche Forschungsgemeinschaft (DFG, German Research Foundation)".

Non-consumable commodities purchased or produced with DFG funding become the property of the cooperation partner's country or of the supporting institutions in the foreign country and should be inventoried according to local regulations.

## 5. Provision of approved grants

The DFG provides the funds to the grant recipients in Germany in accordance with its standard procedures. The recipients then forward the funds to the international project leaders. Project leaders in Germany are solely responsible to the DFG for project implementation according to plan and for the proper use of funds.

## II. Proposal Instructions

As with other requests for research grants, proposals must be submitted via the elan portal.

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[elan.dfg.de](http://elan.dfg.de)

Select the supplemental classification “Cooperation with Developing Countries” under “Proposal Information”.

Please follow the Proposal Preparation Instructions – Project Proposals (DFG form 54.01).

[www.dfg.de/formulare/54\\_01](http://www.dfg.de/formulare/54_01)

In addition, please observe these supplementary instructions for proposals involving cooperation with developing countries.

## **A      Proposal Data and Obligations**

Note that only Germany-based applicants may be entered as “applicants”. The international partners should be entered as “other participating individuals” (in the role of cooperation partner).

Funding for applicants based in Germany must be requested from the DFG by entering the amounts in the relevant funding module. Enter the total amount of funds requested for the international partners under “direct project costs” – “other”. A detailed overview of the budget request for the international partners is only required in conjunction with the project description.

## **B      Project Description**

The overall project and the project components to be carried out in the individual countries must be detailed under the project description.

Under “Other information”, please include a section “Description of previous and planned collaboration” describing your collaboration with the international partners.

When detailing the funds requested, separately list the funds proposed for the project leader in Germany and those proposed for the project leaders in the developing country. Note the information provided with regard to international project components.

## C Appendices

“Academic CVs with a list of the most important scientific results” must be uploaded for all participating German and international project leaders. The template provided (DFG form 53.200) must be used for German and international project leaders.

[www.dfg.de/formulare/53\\_200\\_elan](http://www.dfg.de/formulare/53_200_elan)

For international project leaders, also only the most important scientific results should be listed to the extent specified.

Please note the Guidelines for Preparing Publication Lists:

[www.dfg.de/formulare/1\\_91](http://www.dfg.de/formulare/1_91)

If you are collaborating with researchers from a country that was marked with an asterisk in the list linked in section I 2.2 of this document, please note the following: we request that you upload statements by the international partners affirming that they or the partner organisation is unable to provide local funding in full or in part.

## III. Reports

Only the grant recipients working in Germany must submit reports to the DFG. Note, however, that the reports must cover both the domestic (German) and international components of the funded project.