Funding Framework and Eligible Costs
Africa-UniNet Research Cooperation Project | 1st Call 2020

Funding framework:

- Maximum of 10,000 euros in case of two partner institutions per year (maximum of 20,000 euros for 2 years)
- Further 5,000 euros per additional partner institution, with a maximum of 6 partner institutions and a total of maximum of 30,000 euros per year (maximum of 60,000 euros for 2 years)
- Duration: up to 2 years

Funding can be provided for mobility costs (travel expenses), monthly scholarships or daily allowances as well as for equipment & material. For detailed information on the eligible costs, please see below. For information regarding the reporting process, please refer to the document Guidelines for Reporting which can be found on the website.

Travel and Subsistence

Travel from Austria to African Countries (Outgoing)
The following travel and subsistence costs for representatives of Austrian Africa-UniNet member institutions travelling to African countries will be refunded:

- Travel costs: up to EUR 1,500 maximum per trip comprising:
  - Flight – only economy class tickets
    - For reimbursement the original invoice, plane ticket and boarding passes are needed.
  - Travel costs to and from the airport
    - In Austria, public transport must be used (taxi only eligible during night time, in case public transport is not available). Original invoices are needed.
  - Public transport – only economy class tickets
    - For reimbursement the original invoice is needed.
  - Car (in African partner country)
    - For reimbursement original invoices and a completed vehicle logbook are needed.
  - Visa costs
    - For reimbursement the original invoice is needed.
  - Travel insurance
    - For reimbursement proof of insurance and the original invoice are needed.
  - Travel vaccination and malaria prophylaxis
• Original invoices are needed.

• Accommodation and subsistence expenses
  o PhD students: Scholarship of up to EUR 1,250 maximum / month
    ▪ A report about the research stay has to be included in the technical report.
    ▪ Proof of receipt is needed.
  o For stays of up to 12 days: EUR 100 / day
    ▪ A report about the research stay has to be included in the technical report.
    ▪ Proof of receipt is needed.
  o Scientists (post-doc): Scholarship of up to EUR 1,400 maximum / month
    ▪ A report about the research stay has to be included in the technical report.
    ▪ Proof of receipt is needed.
  o For stays of up to 14 days: EUR 100 / day
    ▪ A report about the research stay has to be included in the technical report.
    ▪ Proof of receipt is needed.

Travel within African countries or to other African countries
The following travel and subsistence costs for representatives of African Africa-UniNet member institutions travelling within their countries or to other African countries will be refunded:

• Travel costs: up to EUR 1,500 maximum per trip comprising:
  o Flight – only economy class tickets
    ▪ For reimbursement the original invoice, plane ticket and boarding passes are needed.
  o Travel costs to and from the airport
    ▪ For reimbursement original invoices are needed.
  o Public transport – only economy class tickets
    ▪ For reimbursement the original invoice is needed.
  o Car
    ▪ For reimbursement original invoices and a completed vehicle logbook are needed.
  o Visa costs
    ▪ For reimbursement the original invoice is needed.
  o Travel insurance
    ▪ For reimbursement proof of insurance and the original invoice are needed.
  o Travel vaccination and malaria prophylaxis
    ▪ Original invoices are needed.

• Accommodation and subsistence expenses
  o PhD students: Scholarship of up to EUR 1,250 maximum / month
A report about the research stay has to be included in the technical report. Proof of receipt is needed.

- For stays of up to 12 days: EUR 100 / day
  - A report about the research stay has to be included in the technical report. Proof of receipt is needed.
- Scientists (post-doc): Scholarship of up to EUR 1,400 maximum / month
  - A report about the research stay has to be included in the technical report. Proof of receipt is needed.
- For stays of up to 14 days: EUR 100 / day
  - A report about the research stay has to be included in the technical report. Proof of receipt is needed.

**Travel to Austria (Incoming)**
The following travel and subsistence costs for representatives of African Africa-UniNet member institutions travelling to Austria will be refunded:

- **Travel costs:** up to EUR 1,500 maximum per trip comprising:
  - Flight – only economy class tickets
    - For reimbursement the original invoice, plane ticket and boarding passes are needed.
  - Travel costs to and from the airport
    - In Austria, public transport must be used (taxi only eligible during night time, in case public transport is not available). Original invoices are needed.
  - Visa costs
    - For reimbursement the original invoice is needed.
  - Travel insurance
    - For reimbursement proof of insurance and the original invoice is needed.

- **Accommodation and subsistence expenses**
  - PhD students: Scholarship of up to EUR 1,250 maximum / month
    - A report about the research stay has to be included in the technical report. Proof of receipt is needed.
  - For stays of up to 12 days: EUR 100 / day
    - A report about the research stay has to be included in the technical report. Proof of receipt is needed.
  - Scientists (post-doc): Scholarship of up to EUR 1,400 maximum / month
    - A report about the research stay has to be included in the technical report. Proof of receipt is needed.
  - For stays of up to 14 days: EUR 100 / day
    - A report about the research stay has to be included in the technical report. Proof of receipt is needed.
Equipment and Material

It is assumed that the project partners are already adequately equipped with the basic tools to undertake the envisaged work, therefore, no general infrastructure can be financed. If additional equipment is required for e.g. laboratory or field stations then it must be project specific and remain with the partners in the respective partner country. Full justification must be provided for its purchase and usage during the project period and beyond.

Equipment & material and other costs specifically relevant for a project can be covered up to a maximum amount of EUR 3,000.

- For procurements with a cost value (net) exceeding EUR 1,000 two offers shall be obtained; competitive bids have to be included in the financial report
- Original invoices have to be submitted.
- A confirmation is needed: justification of the need of the equipment, confirmation that the equipment is project specific and that it remains with the partner institutions in the respective countries.