

Funding Framework and Eligible Costs

Africa-UniNet Research Cooperation Project | 2nd Call 2021

1. Funding framework

Funding can be only be provided for **mobility costs**, i.e. travel expenses and subsistence and accommodation costs during project-related travels. Exception: up to 3,000 euros **per project** can be allocated to equipment and materials – see specific requirements in section 3.

- Maximum of 10,000.00 euros in case of two partner institutions per year (maximum of 20,000.00 euros for 2 years)
- Further 5,000.00 euros per additional partner institution per year, with a maximum of 6 partner institutions and a total of maximum of 30,000.00 euros per year (maximum, in case of 6 partner institutions: 60,000.00 euros for 2 years)
- Duration: up to 2 years

2. Travel and Subsistence

Minimum qualification for the project coordinator is a PhD. Contact persons and team members need to be at least PhD students (MA students are not eligible). Therefore, the following cost categories only refer to PhD students and post-doc researchers.

2.1. 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 1,500.00 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
 - PhD students: Scholarship of up to EUR 1,250.00 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 100.00 / 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 1,400.00 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 100.00 / day
 - A report about the research stay has to be included in the technical report. Proof of receipt is needed.

2.2. 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 1,500.00 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
 - For reimbursement original invoices are needed.
 - Public transport – only economy class tickets
 - For reimbursement the original invoice is needed.
 - Car
 - 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
 - PhD students: Scholarship of up to EUR 1,250.00 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 100.00 / 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 1,400.00 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 100.00 / day
 - A report about the research stay has to be included in the technical report. Proof of receipt is needed.

2.3. 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 1,500.00 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 1,250.00 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 100.00 / 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 1,400.00 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 100.00 / day
 - A report about the research stay has to be included in the technical report. Proof of receipt is needed.

2.4. Travel within Austria

Travel within Austria is not eligible.

3. 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 3,000.00 for the entire project duration.

- For procurements with a cost value (net) exceeding EUR 1,000.00 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.

4. Reporting

All projects must submit a mid-term as well as a final report. Please refer to the **Guidelines for Reporting**. Detailed reporting requirements will be stipulated in the contract. During the project implementation the budget cannot be reallocated except in response to a changed project environment (e.g. travel restrictions due to COVID-19).