

## GERMANY

### Federal Ministry of Education and Research (BMBF)

**Applicants will be advised to check with the respective national Contact Point the eligibility as to who may apply and what costs are eligible before a consortium submits the complete application.**

#### **Who can apply?**

Research proposals may be submitted by German (based in Germany):

- Research institutions
- Universities
- SMEs

Research institutions that receive basic funding from the Federal Government and the Länder can only be granted funds to cover extra expenditure in addition to their basic financing.

#### **What types of costs are eligible for funding?**

##### ***I. Direct costs***

###### **a. Costs of personnel**

Grants towards the costs of scientific staff, administrators and/or student assistants, required in connection with the proposed project can be provided.

###### **b. Costs of durable equipment**

Funding for equipment can be provided. However, this only includes equipment that does not form part of an institution's basic equipment (i.e. no laptops, notebooks or equipment which is regularly used by the applicants).

###### **c. Consumables and supplies**

Any consumables necessary for the project implementation (expendable items, devices, business needs, transportation expenses, literature, rents, orders, etc.) may be considered as direct costs. Consumables are only eligible costs if bought after the start date of the project. Consumables belonging to the basic facilities of an applicant are not eligible.

###### **d. Subcontracting**

The general rule should be that applicants shall implement the project and shall have the necessary resources to that end. However, it should be accepted that as an exception certain parts that are not "core" parts of the project may be subcontracted. Examples for minor services to be subcontracted are rent of locations, translation costs, costs for technical equipment in the context of the organization of events or printing services etc.

###### **e. Other costs**

Events: With regard to workshops in Germany, grants can be provided towards expenses such as the preparation of the workshop, catering and rental of the venue. For food and beverage per lunch/dinner a maximum amount of 30 EUR/person shall be applied. The amount of the grant depends on the size of the workshop and the number of guests.

Travel and subsistence allowance: The subsistence allowance per full day (including accommodation, meals) in the context of a business trip should be applied as a lump sum. Travel costs are eligible (economy class). Daily allowances/per full day: 94 EUR or respectively 2.116 Euro/per month. For individual days in a subsequent month, a daily sum of 70 Euro /per day can be paid.

Contributions to health insurance and other types of insurance are covered by this lump sum and is payable by the beneficiaries themselves. Arrival and departure days are treated as half days.

f. Costs for filing and obtaining patents

Necessary expenses for patent applications (patent lawyers and patent office fees) that are needed to fulfil the funding objectives can be covered, provided that the expenses are incurred during the funding period and that they have not already been or are expected to be covered by other public funding providers.

## ***II. Indirect Costs: Overheads***

Overhead costs are eligible depending on the type of institution as well as on the respective accounting system.

Universities (public/non-public) and university hospitals (regardless of their legal status) can apply for an additional lump sum of 20% (Projektzuschale) of the requested funding for research projects under the condition that the indicative overall financial plan includes cost categories such as personnel, awarding contracts, rents and/or investments.

### **Additional national eligibility criteria for the proposal beyond the general criteria in the Terms of Reference of the Joint Call**

Grants for universities, research and science institutions and similar establishments will be calculated on the basis of the eligible but additional project-related expenditures (grants for Helmholtz centers and the Fraunhofer-Gesellschaft (FhG) will be calculated on the basis of the total project-related costs eligible for funding), up to 100% of which can be covered in individual cases.

In exceptional cases, in which SME are also funded the grants for SME are calculated on the basis of the total project-related costs eligible for funding, up to 50% of which can, as a rule, be covered by government grants, depending on how near the project is to application. The BMBF policy requires an own contribution towards the eligible costs incurred - as a rule at least 50%.

The European Commission's Community Framework for State Aid for Research and Development must be taken into account when calculating the respective funding ratio. This Community Framework allows a differentiated bonus arrangement for collaborative projects involving applicants in the new German Länder and for small and medium-sized enterprises (SMEs), which may result in a higher rate of funding.

A lump-sum of 20% (Projektzuschale) of the requested funding for research projects for the benefit of universities and university hospitals is already included in the funding.

### Upper funding limit

Upper funding limit: **100.000 EUR/project** incl. lump sum of 20% (Projektpauschale)  
(NOT per each partner in a given project)

Applicants whose full proposals have been evaluated positively will be invited to submit - in coordination with the designated project coordinator - a formal application for funding on which a decision will be taken after a final evaluation.

To draft formal applications for funding, applicants must use the BMBF's electronic application system "easy".

### Further information relevant to NATIONAL applicants

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