What can be funded under the BSUIII

Programme?

This note outlines the key eligible expenditure categories under the Building Stronger Universities Phase III programme (BSUIII), as well as costs that are not eligible. The note will serve as reference for the project formulation as well as the audits required under the programme and form part of the formal Partnership Agreements governing the cooperation.

## Overall principles

* All funding provided by Danida is for research capacity development activities enabling the participating universities to contribute to poverty alleviation and promotion of human rights and equality, including gender equality, in line with Danida strategy and priorities.
* The thematic focus of research activities around which capacity is developed in BSUIII is thus expected to be of direct relevance and application in society to address development challenges related to the Sustainable development Goals (SDGs). The thematic foci are expected to build on the collaboration and achieved outcome in BSUII and to provide a narrower and deeper thematic focus of the BSUIII partnerships.
* The budget for each individual partnership should roughly meet a 50%/50% split between the South and North partner, and can only be used on activities described in the *Partnership Agreement* between the partners, in line with the objectives and output areas described in the BSUIII programme document and partnership documents.
* The budget for the respective partners will cover the costs of the activities carried out by each partner, respectively.
* Up to 10% of the total budget can be used for small scale investment cost and equipment needed to achieve partnership objectives if included in the Partnership Agreement, as further specified below.
* The South/Danish institution is responsible for insurance of project personnel. DFC and the Danish Ministry of Foreign Affairs cannot be held responsible for injuries and accidents occurred in connection with implementing the project.

## Terms and conditions for salaries for staff, and other salary costs (Budget line 1).

* Salaries for academic staff, disbursed through the grant, must follow the appropriate tariffs applying to the local institution in question. It is not accepted that staff is paid allowances on top of the salaries already received from the institution.
* Salaries are either paid to the institution for the actual time the staff allocates to the project as compensation of the time the researcher is not able to spend on teaching/other general tasks, or as payment for over-time, either time (per hour) or performance based. In the case of over-time payment, a written agreement must be entered between the institution and the researcher.
* Double salaries and payment of consultancy fees will not be accepted.
* Salaries for e.g. younger researchers from South and North are eligible when initiating research collaborations including a more substantial input to research collaboration activities throughout the project, preferably spending part of the time in Denmark and part of the time in Ghana/Tanzania/Uganda.
* Salaries for researchers and other staff indirectly or directly funded by BSUIII funds must follow the tariffs, rates and regulations of the university.
* A maximum of 8% of the total direct expenditures of the Southern partner can be used to cover specified and documented expenditures of the Southern partner’s coordination in relation to the BSUIII, e.g. salaries or part salaries for administrative staff that perform significant coordination and administrative functions to make the BSUIII work, as well as associated direct expenses.
* Payment of salary to individuals must be declared in full to the tax authorities, and tax deductions must be made according to the appropriate local rules.
* Research assistants*:* Salaries for e.g. research assistants or other necessary functions contracted for research preparation, pilot and baseline studies can be funded under the programme.
* No additional funding can be provided in connection with illness and parental leave, but no-cost extensions are possible according to the rules in force.

## Technical assistance to strengthen financial and administrative systems related to research capacities of the Southern partner (Budget line 1).

* *Assistance from national sources:* In areas where support from Danish partners would be too costly and/or not within their core competency, other sources of consultancy support from national providers can be included. This could e.g. be in the field of basic accountancy capacity development.
* *Support from Danish sources outside the universities:* Up to 25% of the funds available for Danish partner expenditures can be spent by the Danish partner, as decided by the partnership and outlined in the Partnership Agreement, on buying additional assistance in areas where they do not have the required skills and where a provision of services from a Danish source is justified.

## PhD degrees for younger academic staff (Budget line 2).

* Funding of PhD students enrolled at the Southern partner university are eligible in situations where the university is facing academic and research capacity staff shortages within the identified areas of focus, and therefore needs to strengthen their capacity. The topic of the PhD must be within the prioritized thematic areas identified by the partnership and focus on issues relevant to local development challenges related to the Sustainable Development Goals, and the research must be of a character that can be replicated and expanded within the means (laboratory facilities, equipment etc.) available at the Southern partner university.
* *Regulations of the Southern partner university:* Funding of PhDs shall be granted as per the policies and regulations of the Southern university. Permanently employed academic staff under 40 years of age is eligible.
* *Enrolment in home country or region:* PhD candidates must be enrolled within the first year of the program, and the candidates must seek enrolment at the Southern partner university or a university in the partner country, alternatively at a university in the region of the partner country. Enrolment in Denmark can only be considered, if enrolment in the partner country or the partner country region is not possible and if sufficient justification for this is provided in the Partnership Agreement. In cases where study periods in Denmark are found necessary, this must be under a “sandwich” programme with studies at the Danish institution for a limited period of time (usually a maximum of three semesters).
* *Double degrees:* Double or multiple PhD degrees i.e. a PhD degree from a Danish university in addition to a degree from a Southern partner country university or a university in the region, can be awarded provided that the requirements of the Danish Ministry of Education, Executive Order no 1039 of 27/08/2013 (<https://www.retsinformation.dk/forms/R0710.aspx?id=152430>) are fulfilled, and that the possible payment of taximeter fee at the Danish university at maximum is set according to the period of stay at the university[[1]](#footnote-1).
* Stipends for PhD students in addition to their staff salary (for books etc.) included in the project must follow the tariffs for PhD students in the Southern partner university/country. The normal salary of the PhD student cannot be charged to the programme.

## Travel cost and per diem (Budget line 3).

* The travel costs must be in accordance with the national or institutional regulations in the respective partner country *i.e.* regulations of the Southern partner country or university for researchers from the South; and the current applicable Danish Ministry of Finance tariff regulations for official business travel in Denmark and travel by Danish researchers (including daily allowances and hotel expenses). However, should national or institutional per diem rules exceed the applicable rates according to prevailing Danish rules (DKK 477/day for meals, plus reimbursement of documented accommodation expenses up to a maximum of DKK 1,250/night for hotel accommodation in 2016 rates), the Danish rules must be applied. The cheapest air fare, economy class, must be applied, also even if regulations should allow higher class.

## Training/workshop costs (Budget line 4).

* *Training/workshop costs:* Direct costs in relation to conducting training/workshops (i.e. stationary, refreshments, minor sundries)
* *Workshop and conference facilities:* Facilities for workshops are expected to be at the participating universities, thus rental of facilities is not foreseen. However, in case of international open conferences, costs for rental of facilities may be necessary and hence eligible.
* *No allowances for participation:* In no occasion shall participants residing at, studying at or being employed by a participating university be paid any kind of allowances for attending training/workshops.

## Small scale investments and major equipment (Budget line 5).

* A maximum of 10% of the total partnership budget can be allocated to small scale equipment and major equipment.
* *Buildings, furniture:* Rehabilitation/remodeling, or in exceptional cases construction costs for buildings/rooms which serve research purposes (laboratories, libraries) within the chosen thematic areas. Cost related to general purpose class rooms or auditoriums are not eligible.
* *Equipment:* Other capital costs relevant to the BSUIII activities. Capital costs are understood as items with a minimum of three years depreciation horizon. Service contract and maintenance costs are to be included as part of the capital costs.
* *Vehicles are not eligible:* Acquisition of or repair/maintenance of vehicles is not eligible, and normal transport costs are deemed covered by the general overhead allowance. Payment for transport for specific research preparation activities can be covered.

## Peer learning activities (Budget line 6).

* *Peer exchange:* Travel and per diem for peer learning exchanges with relevant institutions in the region regarding research capacity development are eligible.
* *Scientific conferences:* Costs related to scientific conferences regarding a specific research theme are eligible if the theme is of direct relevance to the research capacity development (e.g. with direct impact on curriculum development, or on key courses in research methodologies).

## Dissemination and publication costs (Budget line 6).

* *Dissemination and publication:* Includes dissemination related to the BSUIII partnerships and to the research capacity development of the Southern partner university.

## Overhead (Budget line 7).

* *Overhead, Southern Partner:* A maximum of 12% of the total direct expenditures of the Southern partner can be charged as general overhead for which no specific accounting is required.
* *Overhead, Danish Partners:* A maximum of 20% of the total direct expenditures of the Danish partners can be charged as general overhead for which no specific accounting is required.[[2]](#footnote-2)
* The following general administration costs are considered to fall under the scope of overhead contributions:
* Office expenses (rent, cleaning, stationery, transport, electricity and water, support staff and other operating expenses).
* Danish Partners: Expenses relating to staff carrying out general administrative assignments, including budget and accounting tasks.
* The universities Senior Managements involvement in the cooperation.

DFC Expenses (Budget line 8).   
While visiting researchers and PhD’s are staying in Denmark, the administrative issues related to the stay must be handled by DFC (for information, see <http://dfcentre.com/research/how-dfc-administers-research-projects/research-fellows/>). Overhead cannot be charged to these expenses.

## Audit costs (Budget line 9).

The South partner accounts are to be externally audited annually, while the Danish partners’ final accounts, only, are to be externally audited. Annual and special external audits of the Danish contribution can be funded under the programme. The regular external auditors used by the partner universities are eligible.

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1. It is up to the Danish partner to ensure that these Danish regulations are adhered to. [↑](#footnote-ref-1)
2. Overhead cannot be charged on expenses effectuated by DFC on behalf of the Southern partner relating to study periods in Denmark of PhD students and/or staff. [↑](#footnote-ref-2)