Frequently Asked Questions (FAQ)
COSIMENA Call for Partnerships 2027



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Frequently Asked Questions about COSIMENA Call for Partnerships (FAQ)

a) Budget and Financial Plan:

1. **What is the recommended budget range for the Winter/Summer School, Workshop, and Symposia? Are there any specified minimum or maximum amounts that need to be adhered to?**

The budget range specified for each event format is as follows:

- Evening/Public Lectures (one day): 3.000
- Workshops/Roundtables and Symposia (up to two days): 9.000 Euro
- Summer/Winter Schools (one week): up to 40.000 Euros
- Components of International Conferences (up to 5.000 Euros)

It is allowed to apply for full or partial funding for the events. However, having a realistic financial plan based on specific numbers collected through inquiries and experience is a pre-condition for a successful application.

2. **Can travel costs be covered for students from the MENA region to attend the Summer/Winter School?**

Yes, travel costs ---the costs of visa, flights or other transportation, accommodation, and lodging during the duration of the programme-- can be covered for eligible PhD candidates & Master students from the MENA region and Germany only in the scope of summer/winter schools.

3. **Will the applying entity receive the funds, and take responsibility for the whole organisation of the event or will the DAAD be in charge of the budget?**

The responsibility for the event organisation lies with the applying entity and Egyptian host university. The DAAD Regional Office is responsible for the overall budget management. Prior approval of the eligibility of the requested amounts and of the service providers to be used (only from the formal sector) is necessary. In order to facilitate the allocation of funds, it is required that applicants provide thorough administrative documentation (request for services, offers/quotations and electronic invoices) during project preparation, implementation, and follow-up, as required by German law.

By applying to the COSIMENA Call for Partnerships, you agree to adhere to the DAAD's funding rules and regulations, including the proper submission of the requested documents. Otherwise, costs may be declared ineligible.

4. **Can you provide the terms of reference or any conditions for the budget estimation? i.e. maximum number of students/supervisors, funding support in terms of flight ticket/accommodation, etc.**

Our terms of reference are the "Bundesreisekostengesetz" (BRKG) for funding flight & accommodation. The accommodation costs in the amount of a maximum of 120 euros (for accommodation on a bed-and-breakfast basis per person per night) can be applied only for the duration of the event. And the catering costs should be at a reasonable proportion in relation to the total event budget and should never exceed 25% of the total budget requested for an event.

In general, there are restrictions concerning the number of funded speakers/experts from abroad and students (only for summer/winter schools) but not the number of participating countries) according to each event format.

Please refer to the “Financial and Administrative Guidelines” in the Downloads section for further information.

5. **Is there a specific template or format that should be followed when creating the financial plan for these events?**

Yes, there is a specific template that can be downloaded when filling out the application form.

You can download the template here: https://www.daad-egypt.org/files/2026/09/COSIMENA-Call-for-Funding_Template_Financial-Plan_2027-1.xlsx

It is recommended that you base your estimated costs on "actual" numbers (inquiries and experience) and not assumptions, and that you be as specific as possible.

6. Is it possible to pay rental fees for a venue at the Egyptian host university?

No, it is expected and encouraged that the Egyptian partner university hosts the event as a contribution.

b) Location, Time and Event Format:

1. **Could the premises of the DAAD Cairo Regional office be used for such an event? Would this incur any costs?**

   As a rule, events should take place at the premises of the Egyptian university (as an in-kind contribution) or at the DAAD premises in Cairo if the venue at the host university is not available or lacks capacity for the event. Only if neither is available, then funds may be used to rent a hotel hall.

2. **Can the event be hosted in Germany by a German partner institution?**

No, it cannot be hosted in Germany. Events must only take place in Egypt.

3. **Can the event be hybrid or online?**

Online and hybrid events can be funded. Hybrid formats in particular are well suited for summer/winter schools.

4. **Is it possible to rent a venue to conduct the event?**

The event can take place at an Egyptian host university or the DAAD premises in Cairo. If an event is in partnership with an Egyptian university, it is expected and encouraged that they also host the event. In exceptional cases, if the Egyptian host university and the DAAD have no availability, then you can use the funds to rent a hall at a hotel.

5. **Is there a recommended or designated timeframe for conducting an event?**

Yes, the events should all take place from March until the end of November as the funds are allocated for the budget year by the Federal Foreign Office. As the financial department revises the budget "Kassenschluss" in December, all events should take place before 30 November of the specific year.

c) Conditions for Partnership:

1. **Is it required to submit a written approval from the cooperation Partner?**

A letter of commitment/endorsement from the rector of the Egyptian host university should be submitted. A template can be downloaded here. Please note that A letter of commitment/endorsement from the rector of the Egyptian host university or dean of the faculty must be submitted. However, the dean should not sign the letter of endorsement if he is the representative/ contact person of the Egyptian cooperation partner.

2. **Who must be the main applicant between the "COSIMENA Call for Partnerships 2027"?**

The German requesting institution has to submit the application in collaboration with an Egyptian partner. Further partners from Germany and/or the MENA region can also be included.

3. **From which regions may the partners be eligible for the COSIMENA Call for Partnerships?**

Funding is limited to research institutions and universities located in the MENA region and Germany. The funds are restricted, and other regions cannot be considered. Please check the "*Glossary"* for the countries' list.

4. **Is cooperation possible between partners from Germany, the MENA Region, and a university from sub-Saharan Africa?**

Cooperation between partners from various regions strengthens the radiance and effect of the COSIMENA project and is supported. However, only partners from Germany and the MENA region can be funded, and the mobility of the partners from sub-Saharan Africa cannot be reimbursed. In general, the mobility of partners from regions other than Germany and the MENA region cannot be funded.

5. **Should we have a partner from Germany or from any other country or not?**

It is mandatory to have a partner from Germany. The German Partner can then submit the application in partnership with the Egyptian partner.

6. **It is possible to invite speakers from an institution located in Germany, but the speakers are not German?**

Speakers working in Egypt, Germany and/or the MENA Region can generally be invited, regardless of where they originally come from. As the residence principle applies - that is, the place of employment is decisive, not the nationality.

7. Who is responsible for organizing the event?

The cooperation partners are responsible for planning and implementing the event in alignment with the DAAD Regional Office Cairo.

e) Target Group of the events (participants & guests):

1. **Who is the target group for COSIMENA-funded events?**

Depending on the format:

Depending on the individual measure, the main target group are established experts and policymakers (Cluster Conferences, Workshops, Symposia, and Roundtables), early-career researchers (only in Innovation Summer/Winter School) or a broader academic public (in public lectures).

In workshops, roundtables and symposia in particular, non-university partners are also a target group that can attend as participants, as they can incorporate the results and potential of bilateral and multilateral research into their own fields of action.

f) Application Process

1. **Is there an information session for the call?**

Yes, a yearly online information session is held for the call. Announcements for this session are shared on DAAD's social media (Facebook) and the website.

2. **Is there instant technical support for the application?**

No, instant technical support is not available. If you face any technical issues, please email a screenshot of the error message to cosimena@daadcairo.org. You will receive a response within 2-3 business days.

3. **Is there feedback on the application to help in improving it?**

In the scope of the "COSIMENA Call for Partnerships", specific feedback concerning the applications will not be provided due to the large amount of applications we receive and limited capacities.

g) Announcement of the new COSIMENA Call for Funding

1. **When will the new call be open?**

The announcement of the new COSIMENA Call for Partnerships is published in the fourth quarter of each year.

For further queries, please contact: cosimena@daadcairo.org