

Grant Conditions / Funding Programme Taiwan-Austria

General conditions

1. The aim of the programme is to stimulate joint activities and to contribute to direct collaboration among universities, higher education and research institutions. The Project Funding Taiwan – Austria is based on a mutual interest to considerably improve knowledge exchange on an international level and to strengthen the international profile of the institutions involved.
2. The purpose is to support the mobility of researchers and students between the participating partner institutions to carry out joint research projects. In this regard funding will be provided for visits and the exchange of scientists and students conducting joint projects as well as for material costs.
3. Visiting research stays in Taiwan and Austria are obligatory. The sending side will cover the travel expenses as well as the accommodation costs of its own researchers.
4. The project identification number given to your project should always be stated in any related correspondence with the OeAD GmbH – Austria's Agency for Education and Internationalisation (hereinafter OeAD)..
5. The approved funding budget must not be exceeded
6. The research project must be finished within the project period given in the Grant Agreement. If the project cannot be accomplished as planned, the project coordinator will inform the OeAD immediately. **Due to the COVID-19 pandemic and related travel restrictions the project duration can be extended for up to one year on request. The extension has to be confirmed by the OeAD.**
7. In case your project cannot be continued and has to be cancelled, please inform us immediately and state the reasons for its discontinuation. Should the reasons given be insufficient, all reimbursements received must be paid back. The decision is made by the funding authority (the BMBWF).
8. The grant will be revoked and reclaimed if the project participants do not comply with the grant conditions. They will be obliged to repay the grant by order of the OeAD or the financier of the grant, in particular if they
 - a. do not inform the OeAD about fundamental facts properly and correctly,
 - b. do not submit the final report despite a reminder,
 - c. do not inform the OeAD immediately if it turns out that it is not possible to pursue the research project as proposed,
 - d. do not comply with other criteria of eligibility, terms and conditions.
9. Scientific and financial reporting on the project is obligatory.
10. The funding recipient is obliged to provide the funding agency with all the necessary information, data and documents in the event of an evaluation.

11. The researchers of each country must take adequate steps to ensure protection and sharing of the intellectual property that could result from the joint projects.
12. Joint publications by researchers have to mention the OeAD, the name of the funding programme (Cooperation Development Research) and the financing authority (BMBWF).
13. The grant only becomes effective when the Austrian project coordinator has signed the Letter of Acceptance and returned it to taiwanprogramm@oead.at within two weeks after receipt.
14. With the signature of the Letter of Acceptance the project coordinator confirms that he/she does not receive any other financial support from other institutions for the expenses sponsored by the OeAD. He/she is obliged to inform the OeAD about any other funding that is subsequently applied for or granted.

Outgoing Researchers (travels from Austria to Taiwan)

1. Only project members are eligible for a reimbursement of travel and subsistence costs for project-specific travels. Travel and subsistence costs include international and domestic travel costs. Therefore, the project coordinators have to report about all financial matters to their respective authorities.
2. Reimbursement for travel and subsistence costs of Austrian researchers to Taiwan will be made after their return. The reimbursement is based on the form "reimbursement for travel expenses" and on submitted invoices. All travel documents and proofs of payments for the specified research visit must be provided in original. Copies are only allowed for the proof of payment. In case of longer stays in Taiwan (more than one month) the grant can be paid on a monthly basis.
3. If necessary we return the original documents after they have been voided.
4. Eligible Costs for Austrian researchers:
 - Monthly grant rate: € 1.000,-- (max. 4 months)
 - Short term stays: € 100,-- per day (up to a maximum of 10 days)
 - Travel costs subsidy: maximum € 1.500,-- based on the submitted invoices
5. If the costs have been pre-financed by an institution which uses a SAP system or similar and the original documents have to be kept by the institution, a SAP statement or similar plus copies of the travel documents have to be provided. These documents have to confirm that the copies are identical to the originals. The SAP statement has to be sealed by the institution. [If possible the documents should be uploaded and sent by mail to \[taiwanprogramm@oead.at\]\(mailto:taiwanprogramm@oead.at\).](#)
6. The reimbursement of air travels for Austrian researchers travelling to Taiwan will be made according to the actual costs incurred. Only flight tickets in the economy class or train tickets in the second class will be accepted. The use of a taxi instead of public transportation in Austria requires a written explanation.
7. The following documents have to be provided for reimbursement:
 - Original flight/bus/train ticket or printed e-ticket (no itinerary)
 - Original boarding passes

- Confirmation of payment: original ticket (if paid cash) or a photocopy of a bank or credit card statement (if paid by bank transfer or by credit card)
8. Scholarships/ Subsistence costs can only be awarded as part of approved projects. Only costs generated during the project period are considered eligible.
 9. Unused funds must be reimbursed to the project funding authority.
 10. Subsistence costs will only be reimbursed if a confirmation of your visit (including the exact dates, tasks fulfilled and signature of the cooperation partner) is provided.
 11. Please be aware that all beneficiaries are responsible for possible tax payments themselves.
 12. The refunding of travel and subsistence costs will be made by bank transfers to Austrian bank accounts.
 13. Please submit all documents to the OeAD– International Cooperation in Higher Education, Cooperation Development Research. Address: Ebendorferstraße 7, 1010 Wien/Vienna or via email: taiwanprogramm@oead.at.
 14. Persons who already receive any financial support of other programmes administered by the OeAD or other federal funding authorities at the same time as the project in question, must not be nominated. Awarding multiple federal grants and scholarships is not permitted

Material costs

1. If you have applied for material costs in your application you are entitled to receive this amount based on submitted invoices. If you have not applied for material costs in your application, you cannot be reimbursed for them.
2. Up to EUR 2,000.- can be refunded for project-related material costs (consumables). The refunding is only possible for project-specific material costs that are essential to carry out the research project and that go beyond the resources made available from the research institutions' infrastructure. Infrastructure or basic equipment of research institutions cannot be funded. Conference fees, catering costs, staff costs, license fees etc. will not be reimbursed.
3. The reimbursement for material costs is based on the form "reimbursement for material costs" and submitted invoices. We can only reimburse material costs, if all invoices and proofs of payments are provided in original. If necessary we return the original documents after they have been voided. Copies are only allowed for the proof of payment.
4. If the costs have been pre-financed by an institution which uses a SAP system or similar and the original documents have to be kept by the institution, a SAP statement or similar plus copies of the documents have to be provided. These documents must confirm that the copies are identical to the originals. The SAP statement must be sealed by the institution. **If possible the documents should be uploaded and sent by mail to taiwanprogramm@oead.at.**
5. Bank transfers will only be made to Austrian bank accounts
6. Please submit all documents to the OeAD – International Cooperation in Higher Education, Taiwanprogramm. Address: Ebendorferstraße 7, 1010 Wien/Vienna or taiwanprogramm@oead.at

Reporting

1. As a precondition for further funding a brief project progress report must be submitted after one year resp. two years via the OeAD online tool. This only applies to two-year projects. For one-year projects a final report is sufficient (please see no. 2 below).
2. A final scientific and financial report has to be submitted via the online tool no later than 3 months after the end of the project.
3. The report has to mention outputs of the projects compared with the objectives and aims of the proposal.
4. The final report must include a short, concise summary comprehensible to laypersons. The final report will be made available to researchers within this programme in similar disciplines.

Personal data and data processing

1. The OeAD is committed to protect and respect your privacy as guaranteed in the new General Data Protection Regulation (GDPR) of the European Union and our updated [data protection policy](#).
2. The OeAD must be informed about any changes in personal data of the persons involved in the project.

Applicable law and place of jurisdiction

1. Only Austrian law applies; the place of jurisdiction is Vienna.
2. Legal bases:
In accordance with
 - a. the Federal Act of July 1, 1981 on Research Organization in Austria and on Amendments to the Research Funding Act (Research Organization Act - FOG), Federal Law Gazette No. 341/1981
 - b. the Guidelines of the Federal Government in accordance with § 11 (2) FOG on the granting and implementation of funding
 - c. the "General Framework Guidelines for Granting Funding from Federal Funds (ARR 2014)", Federal Law Gazette II No. 208/2014,
(all legal bases form part of the contract),

and with reference to the project application submitted in the Programme "Funding Programme Taiwan-Austria/Call 2020, the funding body grants the funding to the funding recipient.