**European Cooperation for Future-Oriented Science and Education**

**Cooperation Programme**

**Baden-Württemberg – Central and Eastern Europe**

5th – 9th November 2018 (Part I)

**1. AIMS AND CONTENTS OF THE COOPERATION PROGRAMME**

The basic aim of the cooperation programme in Baden-Württemberg is to promote the exchange of expert personnel from the field of university administration from the EU-13 states and the partner countries of the Strategy for the Danube Region (see below) with Baden-Württemberg and thereby make an important contribution to European cooperation and to the expansion of networks.

The programme is intended to improve the performance of research administrations in the European research environment (capacity building). Another aim is to broaden the knowledge base in research and innovation through mutual learning and to increase participation in excellent EU research and innovation activities.

The programme will enable the participants from the EU-13 states and the partner countries of the Strategy for the Danube Region to gain insight into the higher education and research environment in Baden-Württemberg and to establish or deepen their relationships with partners from Baden-Württemberg. Both sides shall have the opportunity to get to know the other research environment better and to develop ideas for joint projects. The goal is to give the participants deeper insight into the procedures, framework conditions and possibilities of cooperation in EU programmes.

The cooperation programme is divided into two parts. During the first part, the participants will visit Baden-Württemberg from 5th to 9th November 2018. This first part is organised by the Ministry of Science, Research and the Arts Baden-Württemberg in cooperation with Baden-Württemberg International, and its aim is to inform about the higher education and research environment in Baden-Württemberg. The one-week programme will include visits to research facilities and to the different types of higher education institutions in Baden-Württemberg: universities, universities of applied sciences, universities of education, the Baden-Württemberg Cooperative State University and universities of art and music.

During the second part in November 2019, the universities and institutions visited during the first part will offer the participants a two-week work shadowing programme.

**2. APPLICATION PROCEDURE**

Filing the Application:

Eligible are employees of universities or ministries responsible for higher education and research from the following countries:

1. The EU member states Estonia, Latvia, Lithuania, Malta, Poland, Slovakia, Slovenia, the Czech Republic, Hungary, Cyprus, Bulgaria, Romania and Croatia (EU-13).
2. The following countries included in the Strategy for the Danube Region: Bosnia and Herzegovina, Moldova, Montenegro, Serbia as well as parts of Ukraine (Ivano-Frankivsk Oblast, Odessa and Carpathian Ruthenia).

The programme is aimed at employees who already have experience in filing applications for EU programmes and who hold or will hold the position responsible for that at their university or ministry.

An important selection criterion is the sustainable cooperation between the applying university and the university in Baden-Württemberg as well as the specific mention of possible joint projects in the area of research.

The Ministry of Science, Research and the Arts Baden-Württemberg and Baden-Württemberg International will be responsible for the **selection** of applicants. The results will be announced to the applicants and the sending organisation at the beginning of September.

Participation of the Sending Organisation

The application must be sent to Baden-Württemberg International via the university administration or via the responsible department in the ministry (sending organisation). The sending organisation guarantees with its signature that it will support the employee in participating in the programme and that the employee will also take part in the second part of this programme in November 2019. If this employee is unable to take part in the second part of the programme in 2019, the university or ministry may send another employee who works in the same field. By this, we want to ensure the sustainability of the relations between the participating universities.

The application must be submitted electronically to Baden-Württemberg International by **16th July 2018**. The application must not exceed four pages in DIN A4 format and must be written in English or German. Please use the enclosed application form.

**3. WORK SHADOWING PROGRAMME**

The host university guarantees that the participant will be embedded in various fields of work at the university for one day between 5th and 9th November 2018 as well as for a two-week work shadowing programme in November 2019 at a suitable position within the university or the Ministry of Science, Research and the Arts Baden-Württemberg. Particularly suitable fields are research promotion, EU office, international research cooperation and research strategies, exchange programmes, student exchanges, intercultural programmes, welcome centres and the like.

Interested parties are invited to contact the contact persons listed below, who are happy to answer all questions regarding this programme. The university administrations must be involved before the application is actually filed. The application must be submitted by 16th July 2018.

**4. IMPORTANT NOTES**

The general **costs** of the programme are borne by Baden-Württemberg International (travel costs, accompanying programme, public outreach etc.). The participants must make an **own contribution** of 200 euros before the beginning of the first part. This fee may also be borne by the sending organisation.

Please contact the contact persons listed below for more information.

**5. ORGANISATION**

Baden-Württemberg International

Gesellschaft für internationale wirtschaftliche und

wissenschaftliche Zusammenarbeit mbH

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If you have any questions or remarks, ideas or proposals, please let us know. We are looking forward to the exchange with you.