



Cologne, 17 August 2022

## Guidelines for the Use of CIF-Funds

### Funding

Funds will be granted as stated in the financial commitment, based on the finance plans handed in with the applications.

### Financial Commitments

Innovative Tandem Collaborations: The financial commitments for the CIF will be issued after the selection process is completed.

Directorship International Research Cluster: A preliminary commitment will be issued after the selection process, and the final commitment will be issued after the detailed plans have been handed in.

### Project Costs

Funds shall be spent as planned in the application and confirmed in the financial commitment. Significant changes between the planned and the actual use of funds require the written approval of the CIF.

It may be possible to ask for a transfer of funds to be spent at a later time than planned. Unused funds have to be returned at the end of the project.

Funding has to be spent efficiently and economically according to the *Landeshaushaltsordnung* NRW.

### Events at CIF

The grant recipients agree on conducting the events at the CIF as laid out in their plans and confirmed in the financial commitment.

### Personnel

TV-L and the general rules for student and research assistants apply at University of Cologne.

### Equipment

Equipment purchased with project funding becomes the property of the University of Cologne and must therefore be inventoried.

### Travel

The *Landesreisekostengesetz* NRW applies.

### Liability

The participating researchers are required to respect all legal obligations in the countries involved.

### Withdrawal of Funding

If grants are not used as intended, they may be withdrawn and/or have to be paid back.

### Reporting

The grant recipients agree on handing in a report 6 months after completion of their projects, including a list of costs, divided into costs for personnel, material, and travel.