

# Grant Application Lot 3

Innovative Digital Teaching | Spring Semester 2024



*Photo credit: Norbert Bach*

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## Lot 3: New innovative digital teaching projects

- InnoMA funds innovative projects in the field of digital teaching for up to one year.
- In this round, funding amounts to a maximum of EUR 75,000 for individual projects or EUR 100,000 for joint projects.
- All teaching staff at the University of Mannheim are eligible to apply for funding.
- In the spring semester of 2024, grant applications may be submitted between 27 March 2024 and 5 May 2024. A selection committee will then decide on the funding.
- If you have any questions on the grant application, please contact the InnoMA project team by sending an email to [innoma@uni-mannheim.de](mailto:innoma@uni-mannheim.de) or a message to a member of the project team via MS Teams.
- Please email your completed grant application by 5 May 2024 to [innoma@uni-mannheim.de](mailto:innoma@uni-mannheim.de).

### 1. Contact information

|                                                          |  |
|----------------------------------------------------------|--|
| Project title:                                           |  |
| Academic title:                                          |  |
| Last name:                                               |  |
| First name:                                              |  |
| Email:                                                   |  |
| School or department:                                    |  |
| Chair:                                                   |  |
| Contact (if not the same person as the project manager): |  |

For joint projects

Please enter the contact details of other project partners here:

## 2. Project information

Please describe your teaching project in no more than three sentences so that it can be easily understood by instructors outside your discipline. (max. 700 characters)

Please complete the following information on the course in which the project is to be implemented.

|                              |  |
|------------------------------|--|
| Requested project duration:  |  |
| Study program:               |  |
| Course type:                 |  |
| Students' semester of study: |  |
| Expected number of students: |  |
| Type(s) of examination:      |  |
| Language(s) of instruction:  |  |

For joint projects

Describe what the individual contributions of the cooperation partners will be and how the project will benefit from this cooperation. (max. 700 characters)

### 3. Status quo and project idea

Describe the status quo and clarify the reasons that prompted you to consider your teaching-learning project and the resulting requirements. (max. 1,400 characters)

Describe your project idea. Address the role of digital elements and their use in teaching. If applicable, describe the link between face-to-face and online teaching. (max. 1,400 characters)

#### 4. Project aims

Describe the aims of your project. Clarify how you would like to support students in their learning through the use of digital elements. Feel free to refer to the dimensions of the quality framework for digitally supported teaching and learning in this regard.<sup>1</sup> (max. 1,400 characters)

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<sup>1</sup> Münzer (2022). Ein Rahmen für die Qualitätsentwicklung digital gestützten Lehrens und Lernens an der Hochschule. Available: <https://www.uni-mannheim.de/infos-fuer/forschende-und-lehrende/lehren/innoma/bewerbungsprozess/#c372130>

## 5. Schedule and financing plan

Explain the schedule for the planned project. Outline the most important phases, their duration and content. (max. 1,400 characters)



Please indicate the funding required for your project. Please differentiate between personnel costs for academic staff members, personnel costs for student assistants and material costs, for example for software, hardware or any intended travel expenses related to your project.

For calculating the funding required, please use the following rates:

- Costs for academic staff (E 13): EUR 6,500 per month (100%, full-time position)
- Costs for a student assistant without a degree: EUR 17 per hour
- Costs for a student assistant with a bachelor's degree: EUR 18 per hour
- Costs for research assistant with a master's degree: EUR 24.50 per hour
- Material costs: Expected prices including VAT

| <b>Academic staff members</b> |                                |                          |                             |                      |                    |
|-------------------------------|--------------------------------|--------------------------|-----------------------------|----------------------|--------------------|
| <b>No.</b>                    | <b>Beginning of employment</b> | <b>End of employment</b> | <b>Type of contract (%)</b> | <b>Monthly costs</b> | <b>Total costs</b> |
| 1                             |                                |                          |                             |                      |                    |
| 2                             |                                |                          |                             |                      |                    |
| 3                             |                                |                          |                             |                      |                    |
| <b>Student assistants</b>     |                                |                          |                             |                      |                    |
| <b>No.</b>                    | <b>Beginning of employment</b> | <b>End of employment</b> | <b>Hours per month</b>      | <b>Monthly costs</b> | <b>Total costs</b> |
| 1                             |                                |                          |                             |                      |                    |
| 2                             |                                |                          |                             |                      |                    |
| 3                             |                                |                          |                             |                      |                    |
| 4                             |                                |                          |                             |                      |                    |
| 5                             |                                |                          |                             |                      |                    |

| Material costs |             |        |                     |
|----------------|-------------|--------|---------------------|
| No.            | Description | Amount | Date of acquisition |
| 1              |             |        |                     |
| 2              |             |        |                     |
| 3              |             |        |                     |
| 4              |             |        |                     |
| 5              |             |        |                     |

Explain in what ways the requested financial resources are necessary and appropriate to help you achieve the project objectives. (max. 700 characters)

## 6. Project evaluation

Outline a possible procedure for evaluating your teaching-learning project and the content made available to your students. In doing so, please address indicators/data that can be used to examine whether students have actually used the content and whether the content has either changed or improved student learning or learning outcomes. (max. 1,400 characters)

## 7. Innovation and transfer

Explain the new, innovative, and possibly experimental aspects of your project. To what extent can your project advance teaching in your discipline? (max. 700 characters)

Describe the extent to which your digital elements and teaching concepts could be used beyond the University of Mannheim and possibly even internationally. (max. 700 characters)

Explain to what extent your project idea could be used sustainably in your teaching beyond the project period. (max. 700 characters)

If you would like to provide us with further project-relevant information, you can do so here. (max. 700 characters)

## 8. Application requirements and signatures

The InnoMA team offers a wide range of services. Here, you can read more about our [services](#). To support your project and to foster the transfer of your ideas, it is necessary that you (and your project team)...

- ... actively participate in regular events (two to three times per semester) to discuss your experiences.
- ... actively participate in the accompanying research, for example by jointly developing a detailed evaluation concept for the digital teaching project together with the InnoMA team as well as by jointly collecting relevant learning and results data in compliance with data protection standards.
- ... coordinate with the InnoMA team before procuring any hardware, software or licenses (to ensure compliance with the conditions of the external funding provider).
- ... realistically plan the use of resources and coordinate with the InnoMA team in case of any changes to the timeline, staffing or the financing plan.
- ... agree to the publication of project results in presentations and publications within the context of meetings with partners and conferences and inform the InnoMA team about your own project-related publications.
- ... actively participate in creating reports, patterns that can be transferred to other settings, open-access formats and open educational resources.

By signing your application, you also confirm that you have not received any other funding for this project and that you do not plan to leave the University of Mannheim during the course of the project. Should you decide to leave the university while your project is still running, the approved grant will go back to the fund for “Innovative Digital Teaching.”

Place, date and signature of all applicants: