

# Grant Application

“Innovative Digital Teaching”



*Photo credit: Norbert Bach*

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# 1 Grant Application for “Innovative Digital Teaching”

- InnoMA funds innovative projects in the field of digital teaching for up to one year. Follow-up funding may also be granted (in this case, a new grant application is required).
- Funding amounts to a maximum of EUR 75,000 for individual projects or EUR 100,000 for joint projects.
- All teachers of the University of Mannheim are eligible to apply for funding.
- The first round of submissions takes place in the fall semester 2021/2022. Grant applications may be submitted from 1 November 2021 until 30 November 2021. 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 e-mail to [innoma@uni-mannheim.de](mailto:innoma@uni-mannheim.de).
- Please e-mail your completed grant application by 30 November 2021 to [innoma@uni-mannheim.de](mailto:innoma@uni-mannheim.de).

## I. Contact

Academic title:

Last Name:

First Name:

Telephone number:

E-mail address:

School:

Chair or department:

Contact (if not the same person as the project manager):

*In case of joint projects:* Please indicate the contact details of all project partners.

## II. Project description

Title of the project:

Program of study:

Course type:

Semester in which the students are:

Expected number of students:

Type(s) of examination:

Language(s) of instruction:

Please explain the status quo and the reasons that prompted you to initiate the project. (max. 1200 characters)

Summarize the basic idea of your concept. (max. 1200 characters)

*If your application is time-sensitive:* Please indicate the date by which you need to know at the latest if you have been granted the funding. Explain why your application is time-sensitive. (max. 500 characters)

### III. Feasibility

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 licenses.

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

- Costs for academic staff (E 13): 6,400 EUR / month (100% (full-time position))
- Costs for a student assistant without a degree: 13 EUR per hour
- Costs for a student assistant with a bachelor's degree: 15 EUR per hour
- Costs for research assistant with a master's degree: 20 EUR per hour
- Material costs: Expected prices including VAT

#### *Academic staff members*

Beginning of employment	End of employment	Type of contract (%)	Monthly costs	Total costs	Short description of tasks

#### *Student assistants*

Beginning of employment	End of employment	Type of contract (%)	Monthly costs	Total costs	Short description of tasks

#### *Material costs*

Title	Amount	Month	Short statement

*If you are planning to procure technical equipment:* Name the technical equipment, including software and hardware, that is required. Describe the requirements the equipment must fulfill and explain how the proposed tools meet these requirements. In this context, please describe which specific features are particularly relevant to your project. (max. 1200 characters)

Outline the most important phases of your project, their duration and content. If you are planning on using new software, please bear in mind that it may take time to develop this software. (max. 1200 characters)

#### *IV. Digital teaching method*

Please give an overview of the entire course. Explain how the digital elements that you plan on using are embedded into the structure of the course. If applicable, describe how in-person teaching and digital teaching are linked. (max. 1200 characters)

Define the goal of your project. Explain how the digital elements you plan on using contribute to achieving this goal. In addition, please elaborate how you expect the students to use the digital elements. Outline the effect you intend to achieve on the learning process of students. (max. 1200 characters)

#### *V. Putting students in the center*

Explain how your digital teaching method will support the learning process of students. (max. 1200 characters)

Please clarify the benefits you want to achieve for students by developing your digital teaching method. (max. 1200 characters)



## VI. *Innovation and transfer*

Please explain in detail the new, innovative, and potentially experimental aspects of your project. Explain how your project will advance the teaching in your particular subject area. (max. 1200 characters)

Please describe how the digital elements and teaching methods that are created can be used by others, also by people outside the University of Mannheim. Elaborate if the digital elements and teaching methods can also be used internationally. (max. 1200 characters)

Please explain how you can make use of your project idea in your teaching after the project has ended. (max. 1200 characters)

## VII. Further information

If you want to disclose other information that is relevant to the project, you can include this information here. (max. 1200 characters)

*Additional question from the International Office:* In case you offer a digital/hybrid teaching project: would you be willing to accept a limited number of (online) incomings in your course?

☐ Yes ☐ No

### VIII. Application requirements and signatures

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

- actively participates in regular talks (two to three times per semester) to discuss their experiences with colleagues and students,
- provides accompanying research projects with relevant data generated within the scope of the project, while complying with data protection standards,
- coordinates with the InnoMA team before procuring any hardware, software or licenses,
- realistically plans the use of resources and talks to the InnoMA team if there are any changes to the timeline, staffing or the financing plan,
- presents the project findings on the [Tag der Lehre](#) (a day dedicated to teaching),
- agrees to publishing project results in talks and publications within the context of meetings with partners and conferences,
- actively participates 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 other funding for this project.

City, date and signature of all applicants: