UNIVERSITÄT MANNHEIM

Grant Application

"Innovative Digital Teaching"

Photo credit: Norbert Bach

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).
- In this round, funding amounts to a maximum of EUR 50,000 for individual projects or EUR 75,000 for joint projects.
- All teachers of the University of Mannheim are eligible to apply for funding.
- The upcoming round of submissions takes place in the spring semester 2023. Grant applications may be submitted between 17 February 2023 and 20 March 2023. 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.
- Please e-mail your completed grant application by 7 October 2022 to innoma@uni-mannheim.de.

I.   Contact information

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):	

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:	
Languages(s) of instruction:	
Start and end date of the project:	

To which focus are you handing in this grant application?

☐ Focus 1: Development and implementation of self-study material conducive to learning (e.g. videos) in teaching

☐ Focus 2: Digital test, practice and feedback systems for students

☐ Focus 3: Transfer from existing InnoMA projects

If topic 3 is ticked, please indicate which InnoMA project you would like to cooperate with:

Please describe your teaching project in no more than 3 sentences so that it can be easily understood by instructors outside your discipline. (max. 500 characters)

Describe the individual contributions of the cooperation partners. Explain how the project benefits from the cooperation. (max. 1200 characters)

Please explain the status quo and clarify the reasons that prompted you to consider using new digital elements in your teaching. (max. 1200 characters)

Summarize the basic idea of your teaching concept. In particular, address the role of digital elements in this concept. (max. 1200 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 any intended travel expenses related to your project.

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

- Costs for academic staff (E 13): 6,200 EUR / month (100% (full-time position))
- Costs for a student assistant without a degree: 15.50 EUR per hour
- Costs for a student assistant with a bachelor's degree: 16.50 EUR per hour
- Costs for research assistant with a master's degree: 22.50 EUR per hour
- Material costs: Expected prices including VAT

Academic staff members

Nr.	Beginning of employment	End of employment	Type of contract (%)	Monthly costs	Total costs
1					
2					
3					

Student assistants

Nr.	Beginning of employment	End of employment	Type of contract (%)	Monthly costs	Total costs
4					
5					
6					
7					

Briefly describe the intended tasks of each of the requested new staff members. (max. 800 characters)

Material costs

Nr.	Title	Amount	Date of acquisition
1			
2			
3			
4			
5			
6			

(For purchases with an expected net purchase price of more than 5,000 Euros, please enclose competing quotes for comparison.)

Justify the need for the requested resources. In addition, list any existing technical resources that you intend to use in addition to the newly requested resources. Point out which functions are particularly important for 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 are embedded into the structure of the course. If applicable, describe how in-person teaching and digital teaching are linked. (max. 1200 characters)

Define which goals you are aiming to achieve with the use of the digital elements. Keep in mind that the achievement of these goals will be empirically verified in the accompanying research. The goals should therefore be as precise and measurable as possible. (max. 1200 characters)

V. Putting students in the center

Clarify how you intend to support student learning by using digital elements. If applicable, explain optionally how you will use digital elements to (1) improve the structure of learning content, (2) encourage students to think through content more deeply, (3) support students individually in their learning, or (4) strengthen social interaction in the course. (max. 1400 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?

VIII. Application requirements and signatures

The InnoMA team offers a wide range of services. You can read more about our underline 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,

- actively participates in the accompanying research, for example by jointly developing an evaluation concept for the digital teaching project together with the InnoMA team or by jointly collecting relevant data in compliance 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,

- agrees to publishing project results in talks and publications within the context of meetings with partners and conferences and informs the InnoMA team about its own project-related publications,

- 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 and that you do not plan to leave the University of Mannheim in 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".

City, date and signature of all applicants: