



Fact Sheet for 2022 Call for Proposals for the Open Innovation funding line (previously Competitive Teaching Fund)

1. Objectives

The Open Innovation funding line was designed to fund teaching projects pursuing one of the following goals:

- a. Trying out new and innovative didactic concepts for courses and/or teaching methods.
- b. Innovative development and refinement of existing didactic concepts and courses/teaching methods.
- c. Developing new didactic and teaching materials that can be used long-term.
- d. Developing and refining existing didactic and teaching materials that can be used long-term.

2. Key Dates

- a. Deadline for submitting proposals: **1 July 2022**
- b. Decision on approval of proposals and announcement: **Mid-October 2022**
- c. Earliest date of project start and funding timeframe: **01.01.2023**

3. Allocation Procedure

- a. All teachers at UZH are welcome to enter a proposal with their project ideas. For final submission, confirmation from the corresponding study program director is needed, who has the formal right to apply for project funding.
- b. Once submitted, proposals will be reviewed in line with the following criteria: formal criteria (including finances) and content-related criteria (more details can be found under point 5 "Award Criteria"). Applicants will be contacted after submission if clarification or changes concerning the formal criteria are necessary.
- c. Following this review, the proposal will be sent to the Vice Dean of Studies of the corresponding faculty with a request for recommendation.
- d. Each proposal will then be reviewed according to the criteria by the allocation committee and the Center for University Teaching and Learning.
- e. Next, the allocation committee discusses all projects and issues a ranking.
- f. On the basis of this ranking, the projects selected for funding are presented to the Commission for Education and Student Affairs. The Commission reaches a final decision on the projects receiving approval by mid-October and applicants will be informed without delay.

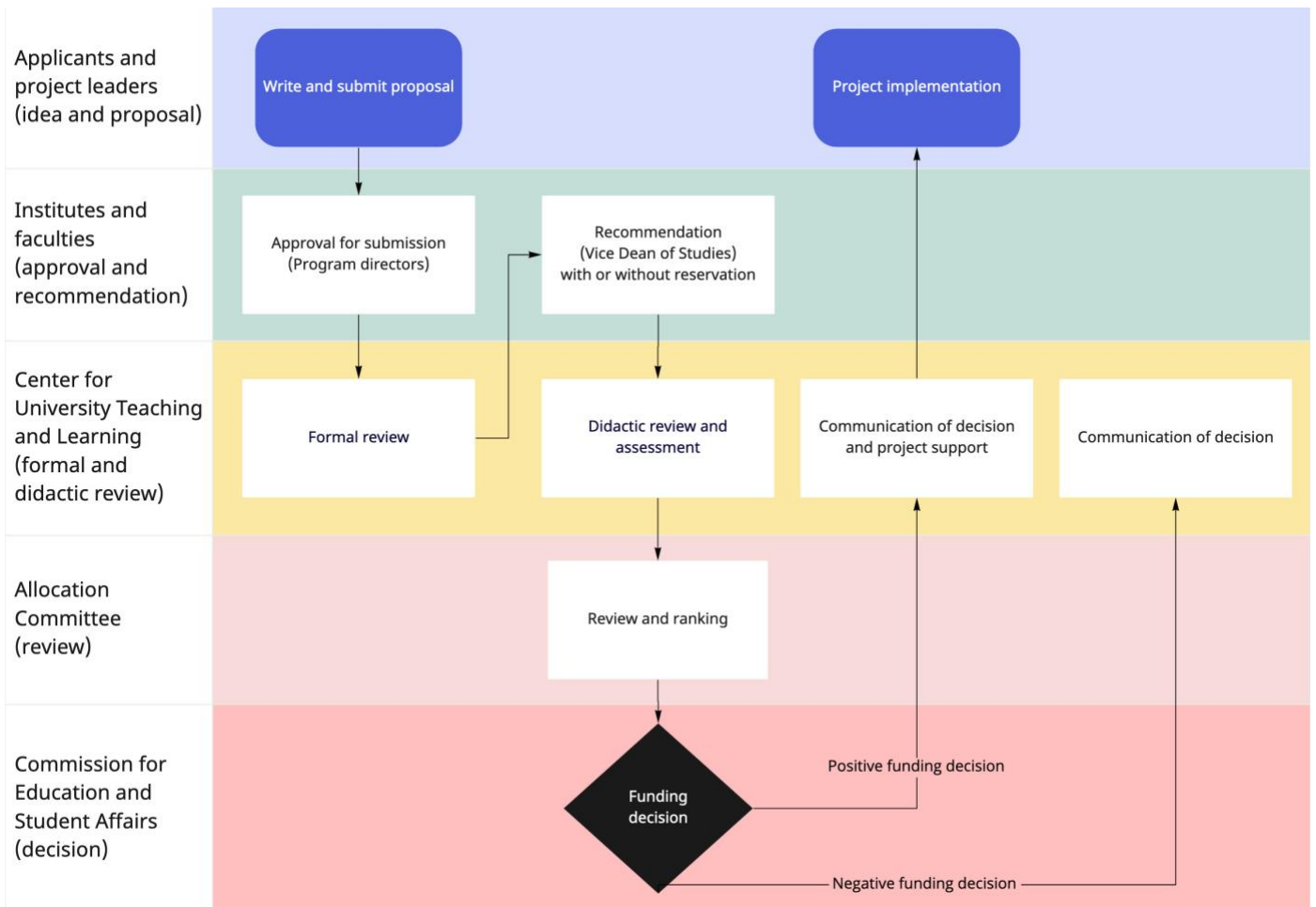
4. How to Submit Proposals

- a. The application form can be accessed by logging into the online tool with an UZH short name (<https://lehrkredit.uzh.ch>).
- b. It is possible to save the form and edit it at a later point before submission.
- c. The person entering the proposal does not have to be the project leader. All key people to be informed about the funding decision can be entered in the form at the beginning.
- d. Before the final application is submitted to us, the study program director approves the application through an e-mail triggered by the system. After this approval, applicants still need to perform the final submission.
- e. Please enter your entire proposal in the online form. The optional upload area is intended only for uploading supplementary matter (such as quotes/proposals, graphics etc.). Several documents can be



combined into one PDF file.

- f. Important hints on filling out the form can be found in the relevant field and via help buttons. Please note: The hints in grey disappear as soon as you type something in the field.
- g. Be convincing by using concise points and concrete descriptions. The character limit is to be seen as the maximal length possible – shorter descriptions and arguments can also be successful in providing an overview of your project.



5. Award Criteria

The following award criteria are taken into account when proposals are reviewed:

Formal Criteria

Basics

- The proposal is coherent and complete.
- While all UZH teachers can enter a proposal, final approval for submission can only be granted by study program directors (see section "How to Submit Proposals").
- The Vice Dean of Studies of the faculty in question additionally provides his recommendation for submission.
- Projects run for a maximum of **four semesters**.



Finances

- The maximum funding that can be granted to a single project is CHF 40'000.
- The funding to be awarded is used in a purposeful manner.
- Single movable assets above CHF 10'000 cannot be financed with the Teaching Fund (for more information, please consult [this document](#) or the [asset management website](#)).
- The proposal includes comprehensive information that explains why it is necessary to apply for funds in addition to the funding available from the department or faculty.
- Human resources: It is possible to appoint UZH staff to Teaching Fund projects provided they only work part-time outside the Teaching Fund and the combined employment level does not exceed 100% FTE. Reasons must be provided for additional staffing requirements.
- Equipment: The amount spent on equipment must be appropriate and match the goals of the project.

Content Criteria

Basics

- Given that the Teaching Fund is a funding vehicle for teaching innovation, projects designed merely to develop or refine existing subject matter will not be funded.
- Not all the criteria have to be met, but the reviews by the allocation committee are given according to them.
- The proposal does not request funding for the basic teaching requirements of every institute/faculty.
- The projects adhere to the diversity and sustainability policy of the UZH.

Innovation

- The proposal describes and explains comprehensively, how the project aims to implement innovative didactic concepts in teaching and add value to overall teaching.
- In the case of courses, the learning objectives, learning activities, and assessments must be closely coordinated and presented coherently in the proposal.
- The project is relevant to the subject of study.

Effectiveness

- The objectives of the project are evident and achievable.
- The results of the project are discussed and evaluated on a yearly basis.

Sustainability

- It is possible to offer the teaching method again once start-up financing has come to an end, and provision is made for its continued application in regular teaching.
- The project promotes the development of the staff's teaching skills.
- The innovative spirit of the project is not tied to a specific instructor but is supported by the entire department or faculty and propagated in teaching.

Quality of Design

- The didactic concept can be transferred to other modules, programs, and faculties.
- The insights or some of the insights gained can be transferred within or beyond the faculty in question.
- Projects supported by the Teaching Fund can be made available to a broader audience (teaching activity is visible and transparent).



Student Involvement

- Students are involved in the conception, planning, and evaluation of the teaching project.
- The perspective of students is incorporated directly into the project.
- The project takes the heterogeneity of students into account.
- The project is a clear benefit for students' learning.

In case of questions, please contact:

Hannah Lora Freeman, Head of Teaching Fund, 044 634 22 28, lehkredit@lehre.uzh.ch