



## ANNOUNCEMENT of CALL for SUBMISSION of INNOVATIVE PROJECTS PRESENTED BY STUDENTS YEARS 2023 and 2024

### Article 1 - SCOPE

With this announcement, the University of Padova ("the University") intends to promote innovative projects proposed by students, in accordance with the provisions of the Regulations for the Financing of Cultural and Leisure Initiatives Proposed by Students, Innovative Projects and Projects for the Improvement of Teaching issued by Regional Decree no. 4767/2022. These projects must feature innovative content (ability to come up with and develop original ideas) or be innovative in the way they are implemented and students participate (tools, methods of delivery and innovative teaching).

Two types of projects are planned:

- a) **Challenges:** projects aimed at national or international competitions, contests or initiatives that also involve other universities/institutions. These projects may also be presented as a continuation of those presented in previous years
- b) **Student Centered:** projects for initiatives at University of Padova level that involve students from the same or different degree courses.

### Article 2 - RECIPIENTS

Students wishing to apply for such funding must not be behind with their studies and must be enrolled in Bachelor's, Master's, Single-cycle degree courses, specialisation schools or research doctorate courses of the University of Padova in a.y. 2023/2024.

Projects may be submitted by individuals or groups of students. For the purposes of this announcement, each student may join only one group or association, under penalty of having his or her name removed from all lists in which he or she appears.

Projects under both funding types must be coordinated by a faculty member from the University who will be responsible for the project. Funding will be allocated to the department of affiliation of the lecturer responsible for the project.

### Article 3 - HOW TO SUBMIT PROJECTS

Each applicant (student or group/association) may submit only one project choosing among only one of the types provided in the Call.

Projects must be submitted **no later than 1st October 2023 by 11.59pm** following the instructions on the following page <https://www.unipd.it/progetti-innovativi-didattica> by **filling in the relevant form**. The **Project Sheet (annex 1)** must be duly completed and digitally signed by the lecturer responsible for the project and attached to the application form in PDF/A format.

Applications received after the deadline will not be considered.

### Article 4 - COMMISSION AND EVALUATION CRITERIA

A special Commission appointed by the Rector will be set up to evaluate the projects received and the relevant funding applications. When evaluating projects, special emphasis will be placed on the following aspects:

- The proposals must be in line with the Call aims;
- The actions proposed and resources involved must be clearly stated;
- Defining measurable impact indicators;



- Results expected in the short and medium term;
- Extent of student involvement;
- Any collaboration also outside the University and possible co-financing.

Only in case of the Challenge type will preference be given to projects in continuation with those of previous years.

None of the following projects will be funded:

- projects not in line with the Call aims;
- projects with teaching content that replaces and/or overlaps with curricular training courses;
- projects with a clear political propaganda slant;
- projects related to the University's calls for cultural initiatives and projects for the improvement of teaching;
- projects to which other University funding has been allocated at the same time.

Following evaluation by the Commission and decree issued by the Rector, a ranking list with the allocation of the funds granted will be published at <https://www.unipd.it/progetti-innovativi-didattica>. Once issued, it will be valid for all legal purposes as notification to the interested parties of the allocation received.

#### **Article 5 - AMOUNT OF FUNDING AND FINANCIAL REPORTING**

Projects for a maximum funding of EUR 300,000.00 in total for the years 2023 and 2024 may be approved.

- Funding of no more than EUR 25,000 in total is envisaged for **Challenges** type projects.
- Funding of no more than EUR 15,000 in total is envisaged for **Student Centered** type projects.

The funding allocated to each approved Project **must necessarily be spent by December 2024**. Funds not used by this deadline will not be available for individual projects, but will return to the University budget.

The grants allocated to the Department the lecturer responsible for the project belongs to will be made available by the Finance and Planning Area Offices in two instalments: the first within 30 days of approval of the ranking list, the second by the end of February 2024.

Once funding expires (31/12/2024) and following indications provided by the Educational Offer Office, the lecturer responsible for the project must submit a final report on the activities carried out and the results achieved.

For further information not contained in this announcement, please contact the Educational Offer Office at [teaching4learning@unipd.it](mailto:teaching4learning@unipd.it).

#### **Article 6 - LIABILITY AND WITHDRAWAL**

All activities take place under the full and direct responsibility of the lecturer in charge. Ascertained violations or conduct that does not comply with the provisions of this Call shall entitle the University to suspend funding at any time.

#### **Article 7 - PERSON IN CHARGE OF THE ADMINISTRATIVE PROCESS**

Pursuant to art. 4 of law 241 of 7th August 1990 (New norms on administrative procedures and right to access administrative documents) and subsequent amendments, Dr. Cristina Stocco, Head of the Educational Offer Office is appointed to oversee the administrative procedure.

Candidates may exercise their right to access the competition records following the procedures set forth by Presidential Decree no. 184 of 12 April 2006 (Regulation on accessing administrative documents in compliance with item V of law 241/90).

#### **Article 8 - PERSONAL DATA PROCESSING**



The personal data collected for the purposes outlined in this notice is treated in compliance with EU Regulation no. 679 of 27 April 2016 (General Data Protection Regulation, GDPR). The “data controller” is the University of Padova with registered office in Via 8 Febbraio, 2 - 35122 Padova. The full text of the privacy statement is held by the data controller and is available at [www.unipd.it/privacy](http://www.unipd.it/privacy).

### **Article 9 - General Provisions**

This Call and the necessary forms are published on the University of Padova website at <https://www.unipd.it/progetti-innovativi-didattica>.

Further information and detailed regulations can be requested straight from the Educational Offer Office (e-mail: [teaching4learning@unipd.it](mailto:teaching4learning@unipd.it)).

*N.B. The present call is translated into English for informational purposes only.  
For all legal purposes, only the Italian version is valid.*

Padova,

The Rector  
Prof. Daniela Mapelli  
*Digitally signed pursuant to legislative  
decree 82/2005*

The person in charge of the administrative process  Dr. Cristina Stocco  Date	The Head Dr. Roberta Rasa  Date	The Director-General Alberto Scuttari  Date
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**Call for submission of innovative projects presented by students  
years 2023- 2024**

**Project Sheet - Annex 1**

<b>Section 1 - Referring student</b>	
First name and Last Name	
Student ID no.	
Telephone no.	
Email address	
Degree course (a.y. 2023/24)	

<b>Section 2 - Lecturer responsible for the project</b>	
First name and Last Name	
Department of affiliation (funding recipient)	
Telephone no.	
Email address	

<b>Section 3 - Project</b>
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Project name	
Project type <i>(Please specify type of project)</i>	
Project abstract (200 words max)	Project aims
Has the project been drawn up as continuation of projects funded in previous years? <i>(If so, please specify the name of previous projects)</i>	<ul style="list-style-type: none"><li>· YES</li><li>· NO</li></ul> Continuation of the following previous projects

<b>Section 4 - Description of Innovative project</b>	
Specific targets (200 words max)	
Innovative contents	
Innovative methods and tools	



<b>Sezione 5 – Activities and timing</b>	
<i>Please briefly mention the various project stages for each project year</i>	
From October to December 2023	Year 2024
-	-
-	-
-	-
-	-
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<b>Section 6 - Expected results and Measurable impact indicators</b>	
Results	Indicators
1	
2	
3	

<b>Section 7 - Extent of project sharing</b>	
<p><b>Within UNIPD</b>  <i>(Please specify the name of bodies involved)</i></p>	<ul style="list-style-type: none"> <li>● Department of ...</li> <li>● Degree course in....</li> <li>● School of ...</li> <li>● Student representatives ...</li> <li>● Other _____</li> </ul>



<p><b>Outside UNIPD</b>  <i>(Please specify the name of bodies involved)</i></p>	<ul style="list-style-type: none"> <li>• Organisations</li> <li>• Associations</li> <li>• Corporates</li> <li>• Other</li> </ul>
<p><b>List of names of students actively involved in drawing up the project</b>  <i>(Please add student ID no.)</i></p>	

<b>Section 8 - Breakdown of costs by expenditure item</b> For each item, details need to be provided clarifying the intended fund use and explanation for the expenditure		
	Amount in Euro	Detail of expenditure items
Travel and mission expenses *		
Costs of participation in events		
Consumables		
Durables (can be taken stock of)		
External staff payment		
Purchases of services		
Other (please specify)		
<b>Total cost</b>		

\* This must not exceed 20% of the total

**SELF-CERTIFICATION**

I, \_\_\_\_\_, responsible for the following project \_\_\_\_\_, herewith declare that no other University funds have been allocated to fund this project or any activities related to it.

**Date and digital signature of the lecturer responsible for the project**