

## Rules and Regulations of the Testbed Seed Fund Edition 2025

### I. General provisions

1. These rules and regulations, hereafter referred to as the **Rules and Regulations**, define the terms and conditions of providing co-financing for testbed projects implemented within the Testbed Seed Fund by the ENHANCE Alliance partner universities, hereafter referred to as the **Partner Universities**, i.e.:
  - Technische Universität Berlin, TU Berlin,
  - Rheinisch-Westfälische Technische Hochschule Aachen, RWTH Aachen,
  - Chalmers Tekniska Högskola, Chalmers,
  - Norges Teknisk-Naturvitenskapelige Universitet, NTNU
  - Politecnico di Milano, PoliMi,
  - Universitat Politècnica de València, UPV,
  - Politechnika Warszawska, WUT,
  - Technische Universiteit Delft, TU Delft,
  - Politechnika Gdańska, Gdańsk Tech,
  - Eidgenössische Technische Hochschule Zürich, ETH Zürich.
2. The budget of the Testbed Seed Fund will be managed and disbursed by the Warsaw University of Technology with a caveat relating to ETH Zürich in paragraph IV.5.
3. The staff members and/or doctoral candidates and/or students of the Partner Universities are eligible to apply for **Testbed Projects** defined in point II.2. Students with their projects are asked to report to Educational Officers for approval before submitting an application.
4. ENHANCE network partners can only participate in testbed projects on a non-funded co-partner basis.

### II. Goal and procedure

1. The main objectives of the competition are:
  - a) to enrich the ENHANCE learning opportunities,
  - b) to modernise teaching methods and formats,
  - c) to foster the exchange of good teaching practices in international cooperation,
  - d) to activate students' co-teaching,
  - e) to promote inclusivity in teaching and learning, ensuring equal opportunities and fair representation for diverse groups.
2. The subject of the competition is to develop and implement innovative learning concepts, offered to learners representing at least three different Partner Universities, including:
  - a) innovative formats (understood as original and innovative didactic solutions) for joint short-term learning activities such as:
    - service-based learning,
    - learning activities/solutions co-created with staff members, doctoral candidates and/or students,
    - hackathons of a unique theme, scope and form,
    - solutions for students facing different barriers,
    - other innovative concepts;
  - b) innovative and unique training concepts at the university level, such as
    - Evolutive Learning Factories,
    - related learning activities based on real industrial systems and their digital twins,
  - c) innovative pedagogical concepts, including the use of new technologies for future learners,

- d) innovative IT solutions.
3. If a Testbed Project is conducted jointly by the representatives of two or more Partner Universities, it is necessary to identify a leader who will receive funding and will be responsible for the implementation of the Project.
4. The commercial applications and the applications including the remuneration for teaching activities included in the teaching load or regular teaching consultations in the cost estimate, as well as expenses related to the applicant's scientific or teaching activities financed from other sources, shall be excluded from the competition.
5. The project applicant may be a staff member or student and/or doctoral candidates at Partner Universities as their principal place of work or study.
6. An applicant may submit only one application for Testbed Project funding in the current edition of the competition.
7. The application prepared in accordance with the form attached as Annex 1 to Rules and Regulations shall be submitted using its online version available at <https://www.wut.cwm.pw.edu.pl/testbed/>
8. The applications for the competition are accepted from the date of the announcement until 6 June 2025.

### III. Competition Assessment

1. The competition procedure, as well as the assessment and acceptance of the Testbed Project, shall be conducted by a competition committee composed of the representatives of the Partner Universities, hereinafter referred to as the **Committee**. Each Partner University has the right to appoint one representative. The appointed representative is not allowed to apply for the Testbed project.
2. The member of the Committee from whose university the project is being assessed does not participate in its assessment.
3. Each member of the Committee shall award points on the ballot paper provided as Annex 2 to Rules and Regulations. The order in the ranking list will be determined by the arithmetic mean of the points awarded by the members of the selection Committee with two decimal places.
4. The members of the Committee are encouraged to consider the principles of bias-aware selection guidelines published by ENHANCE Alliance on <https://enhanceuniversity.eu/wp-content/uploads/2023/03/Guideline-4.pdf> (<https://enhanceuniversity.eu/resources-and-tools/>).
5. The Committee shall draw up a ranking list of the applications based on the assessments made.
6. The applications with the highest scores in the ranking shall be financed up to the amount of the established allocation of funds with a caveat relating to ETH Zürich in paragraph IV.2.
7. The list of the applications selected for funding (including the name of the applicant, the university the applicant comes from, the title of the Testbed Project and the amount of funding will be published at <https://www.wut.cwm.pw.edu.pl/testbed/> within one month of the deadline for submitting the competition applications.
8. The Committee shall make its assessment according to the following criteria:
  - a) the quality of the concept including the didactic method and educational format (20 points),
  - b) the novelty of the learning opportunity within ENHANCE Alliance (15 points)
  - c) the joint preparation of the project by at least 2 Partner Universities (20 points)
  - d) the inclusion of students and/or doctoral candidates in the development of the learning opportunity (15 points),
  - e) the project completion within 18 months period and sustainability results beyond that period (10 points)
  - f) the justification of expenses (10 points)
  - g) the awareness of inclusivity and diversity in the project design (10 points)
9. The Committee's decision is final and cannot be appealed.

#### **IV. Funding rules and methods**

1. The budget for the support of the Testbed Projects is 84,000 EUR and is funded directly by the project: 101124261 - ENHANCE plus - ERASMUS-EDU-2023-EUR-UNIV ENHANCE PLUS.
2. The Testbed Project funding is up by 8,400 EUR per Testbed Project in Edition 2025.
3. The launch of the next call for applications and the unit amount of support will depend on the amount remaining in the budget.
4. The budget categories eligible for funding include: direct costs related to salaries, employee-related costs, and other direct costs such as software licenses. The purchase of fixed assets, including equipment, is not eligible. Indirect costs cannot be added to the budget of the testbed project.
5. The funds will be distributed among the Partner Universities on the basis of the winning project ranking.
6. The selected Testbed Project led by ETH Zürich staff members and/or students will be funded by the ETH project budget.
7. The Partner Universities are obliged to disburse funds to the individual applicants indicated in the ranking list.
8. The transfer of funds from the Warsaw University of Technology to the Partner Universities will take place based on financial changes in the Grant Agreement.
9. The Warsaw University of Technology shall not be responsible for any inability or impediment to the receipt of financial resources by the applicant for reasons attributable to the Partner Universities.

#### **V. Implementation and impact**

1. The Testbed Project that is awarded a grant should be implemented within 18 months of the publication date of the grant information.
2. The applicant shall be obliged to release the funds within three months from the date of publication of the information on the funding of the Testbed Project under the penalty of returning the grant.
3. The unspent funds are allocated to the Testbed Seed Fund budget and will be spent in the next edition of the competition.
4. After the completion of the Testbed Project, the applicant who has received the funding for a project is obliged to submit a report to the Committee on how the awarded funds were spent, using the form provided in Annex 3 to Rules and Regulations.
5. The Partner Universities will report on the Testbed Project in the ENHANCE Monitoring Tool: [https://forms.office.com/pages/responsepage.aspx?id=3JZCB3d2ZU6mj9EmflyCp\\_ucgMuQ6BJHv-MaGbnluKdUQkpDUTNSVTIFNjdJMDBVQzUzRUplQUUwQS4u&route=shorturl](https://forms.office.com/pages/responsepage.aspx?id=3JZCB3d2ZU6mj9EmflyCp_ucgMuQ6BJHv-MaGbnluKdUQkpDUTNSVTIFNjdJMDBVQzUzRUplQUUwQS4u&route=shorturl)
6. The Partner Universities that have received funding for Testbed Projects shall actively disseminate the outcomes within the ENHANCE Alliance and beyond. This includes:
  - a) sharing the results at ENHANCE network events, workshops, or conferences,
  - b) submitting a text for publication on the ENHANCE Alliance website or other communication platforms.
7. The Partner Universities must mention actively that the Testbed Project is funded by the European Union and the ENHANCE Alliance by using their logo in the communication.
8. In the case of the Testbed Project led by ETH Zurich, the organisers must mention actively that this Testbed Project is funded by Movetia and the ENHANCE Alliance by using their logo in the communication.

#### **VI. The final provisions**

1. These Rules and Regulations constitute the only document setting out the rules for the granting of Testbed Projects within the Testbed Seed Fund.
2. The issues not covered by these Rules and Regulations are decided by the entity managing the Testbed Seed Fund.

3. Any potential disputes that may arise in connection with the competition will be settled by the Warsaw University of Technology as the organiser of the competition.
4. The organiser reserves the right to change the date of the competition or cancel it in the case of circumstances beyond their control, of which they will inform without delay.
5. These Rules and Regulations have been drawn up in Polish and English language versions.
6. These Rules and Regulations will be published on the website of the ENHANCE Alliance and the Warsaw University of Technology.

Annex 1 Template for the application

Annex 2 Project Application evaluation card