

August 30, 2024

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# 1 DIZH 4th Project Call

## 1.1 Summary

- **Objective:** Promote inter-university cooperation on digital transformation.
- **Funding:** CHF 100,000 to CHF 300,000 from a total of CHF 3.3 million.
- **Duration:** 1 to 3 years with projects starting within 6 months post-approval.
- **Eligibility:** Members of UZH, ZHAW, ZHdK, PHZH. Must involve multiple institutions, students ineligible as applicants.
  - University of Zurich (UZH)
  - Zurich University of Applied Sciences (ZHAW).
    - \* <https://www.zhaw.ch/en/research/topics-and-projects/>
    - \* Example: Digital health lab
    - \* Example: Data lab
  - Zurich University of the Arts (ZHdK)
  - Zurich University of Teacher Education (PHZH)
- **Proposal Requirements:** 5-page limit detailing problem relevance, innovation goals, and interdisciplinary collaboration.
- **Impact:** Must show practical and societal impact in Zurich's region.
- **Budget and Financing:** Matching funds required. Overhead costs and sub-contracts have specific conditions.
- **Intellectual Property:** Rights and usage agreements pre-project.
- **Submission Deadlines:** Proposals due by 1st October 2024, with project commencement between 1st April and 1st October 2025.
- **Evaluation Criteria:** Impact, scientific quality, inventiveness, cooperation, and practical orientation.

## 1.2 Documents

- Website: <https://www.dizh.uzh.ch/en/activities/innovationprogram/2024-1-project-call/>
- Main document: [https://www.dizh.uzh.ch/wp-content/uploads/2024/07/Ausschreibung\\_PC.2024.1\\_e\\_DEF.pdf](https://www.dizh.uzh.ch/wp-content/uploads/2024/07/Ausschreibung_PC.2024.1_e_DEF.pdf)
- Fact sheet: [https://www.dizh.uzh.ch/wp-content/uploads/2024/07/PC\\_2024.1\\_Merkblatt-ZHDK.pdf](https://www.dizh.uzh.ch/wp-content/uploads/2024/07/PC_2024.1_Merkblatt-ZHDK.pdf)

- Slides 1: [https://www.dizh.uzh.ch/wp-content/uploads/2024/08/20240827\\_PC\\_2024\\_Infoveranstaltung\\_ZHAW.pdf](https://www.dizh.uzh.ch/wp-content/uploads/2024/08/20240827_PC_2024_Infoveranstaltung_ZHAW.pdf)
- Slides 2: [https://www.dizh.uzh.ch/wp-content/uploads/2024/08/2024\\_08\\_29\\_Info-Veranstaltung-ZHdK.pdf](https://www.dizh.uzh.ch/wp-content/uploads/2024/08/2024_08_29_Info-Veranstaltung-ZHdK.pdf)
- Innovation guide: [https://dizh.ch/wp-content/uploads/2023/09/20230616\\_Innovationsverstaendnis-und-Evaluationskriterien.pdf](https://dizh.ch/wp-content/uploads/2023/09/20230616_Innovationsverstaendnis-und-Evaluationskriterien.pdf)
- Online information event (online) on August 30, 2024, 10:00 – 11:00: Dylan.

### 1.3 Note for matched funding with partners

- Submission of internal budget deadlines:
  - PHZH 6 Sept 2024
  - ZHdK 19 Sept 2024
  - ZHAW 24 Setp 2024
  - UZH does not have inpre-approval process
- After approval, you have 3 month to complete any partner agreements for IP, legal, etc.

### 1.4 Submission

- Deadline for submissions: 1 October 2024, ends at 12:00 p.m. (noon).
- Funding decisions: March 2025
- Proposal (max. 5 pages)
- Application template: [https://www.dizh.uzh.ch/wp-content/uploads/2024/07/PC\\_2024.1\\_Template\\_e\\_DEF.docx](https://www.dizh.uzh.ch/wp-content/uploads/2024/07/PC_2024.1_Template_e_DEF.docx)
- Budget table (all sheets of the Excel sheet converted into a PDF file): [https://www.dizh.uzh.ch/wp-content/uploads/2024/07/2024\\_DIZH\\_CALCULATION\\_Project-Call\\_-PC\\_4\\_EN.xlsx](https://www.dizh.uzh.ch/wp-content/uploads/2024/07/2024_DIZH_CALCULATION_Project-Call_-PC_4_EN.xlsx)
- CVs and list of major achievements of all applicants
- Confirmation of the matching funds according to the respective contributions.
- For each practice partner one Letter of Intent (max. 1 page) OR, if no practice partners are involved, a two-page concept note on how the project would have an impact in practice.
- Apply here: <https://www.apply.dsi.uzh.ch/position/32505856>

### 1.5 Contact

UZH Digital Society Initiative Rämistrasse 69 8001 Zurich [dizh@dsi.uzh.ch](mailto:dizh@dsi.uzh.ch)

## 1.6 General notes

- Reviewers are mixed backgrounds and not always topic experts.
- Practice partner = real-world users. Hospital and clinicians are good example.
- Practice partners are not the other DIZH collaborators.
- Practice partners cannot be the same person as applicant; e.g. Luregn as both user and builder.
- Impact - affect on Zurich canton.
- Impact - disruptive / risks are welcome.
- 10-15 total projects are likley - probably 30% success if random.
- You can ask for money for your salary if you get letter from University confirm your chair.

## 1.7 Budget Template DIZH at UZH

- **Different approach in the budget template:**
  - **First part of the template = Expenses:** Which (direct) costs are related to my DIZH Project (per DIZH university)?
  - **Second part of the template = Contributions:** How are these overall costs funded (by DIZH, by matching funds).
  - Costs that are paid with your own contribution have to be included in the expenses.
- **Calculatory overhead**
  - Represents the overall infrastructure costs of DIZH universities for rooms and central services.
  - Calculated as 20% of total project costs and considered as matching funds.
- **Cost for assets are not allowed**
  - Costs for assets are not permitted, not even as matching funds.
  - Assets at UZH can be utilized for more than one year if costs exceed CHF 10,000.
- **Subcontracting**
  - Services from third parties are only allowed up to CHF 100'000 or the maximum of 20% of the total project costs (of all partners); whatever is lower.
- **Practice partner** can only provide cash contributions (as third-party funds).
- **UZH does not provide a pot for Matching Funds**, you have to provide it yourself!
- **Matching funds** can be in the form of **preliminary work** from projects related to the submitted project, dating back no longer than 12 months before the application date (= 1 October 2023).
- The financial responsible person must issue a confirmation of matching funds. Templates via [dizh@dsi.uzh.ch](mailto:dizh@dsi.uzh.ch).

- **Matching from university funds = Redeployment of existing funds** (green section in the template):
  - Staff or material paid from Betriebskredit, Einrichtungskredit or other university funds; your salary or 10% of the professor can count as in-kind-contribution.
- **Matching from third-party funds = Third-party funds acquired** (content must be related & connection must be confirmed in the matching fund confirmation; orange section):
  - Staff or material paid from third party grants.
- **Exception:** DIZH funds can not be matching funds.

## 1.8 Examples

You can enter numbers in the fields marked <i>light orange</i> .			You can enter numbers in the fields marked <i>light green</i> .		
TEST	Project description		01.04.25	Planned start date	
	Applicant (name, HS)		36.00	duration in months	
	Participating universities				
			100%		0%
DETAIL	CHF	In %	UZH	ZHAW	
minus practice partner	-		-	-	
<b>TOTAL PROJECT COSTS (without PP)</b>	<b>479'946</b>	<b>80%</b>	<b>479'946</b>	-	
OVERHEAD (OH)	119'987	20%	119'987	-	
<b>TOTAL PROJECT COSTS INCL. OH</b>	<b>599'933</b>	<b>100%</b>	<b>599'933</b>	-	
<b>PROJECT FUNDING:</b>					
TOTAL PROJECT COST *Transfer value from B64 to Selectus	599'933	100%	599'933	100%	- 100%
<b>REQUIRED DIZH FUNDS (50% OF PC)</b>	<b>299'966</b>	<b>50%</b>	<b>299'966</b>	<b>50%</b>	<b>- 0%</b>
*Transfer value from B65 to Selectus					
<b>REQUIRED MATCHING FUNDS TOTAL</b>	<b>299'966</b>	<b>50%</b>	<b>299'966</b>	<b>50%</b>	<b>- 0%</b>
<b>MATCHING FUNDS COVERAGE:</b>					
<b>MATCHING FUNDS TOTAL *Transfer value from B69 to Selectus, if C95 = 100%</b>	<b>299'966</b>	<b>50%</b>	<b>299'966</b>	<b>50%</b>	<b>- 0%</b>
Overhead	119'987	20%	119'987	20%	- 0%
Own contributions to be made	179'980	30%	179'980	30%	- 0%
<b>Dissolution of reserves (secured)</b>	-		-	-	
Postdoc NHI (PI) funded for 12 months by funds of the chair, 60%	59'070		59'070		
Jump sum external speakers paid by funds of the chair	2'700		2'700		
additional lines: Mark line 78 and insert with 'chf o' and 'chf v'	-		-	-	
<b>Redeployment from existing income (secured)</b>	<b>61'770</b>		<b>61'770</b>		
SNF project XYZ - Postdoc NHI (PI) funded for 24 months, 60%	118'140		118'140		
travel expenses (partially funded by SNF)	70		70		
additional lines: Mark line 86 and insert with 'chf o' and 'chf v'	-		-	-	
<b>Third-party funds acquired to be acquired (secured)</b>	<b>118'210</b>		<b>118'210</b>		
<b>TOTAL OWN CONTRIBUTIONS</b>	<b>179'980</b>	<b>100%</b>	<b>179'980</b>	<b>100%</b>	<b>- 0%</b>

Simplified Example! – UZH is alone in this example! Not recommend for Project Call.

				100%	
<b>DETAIL</b>	<b>CHF</b>	<b>in %</b>		<b>UZH</b>	
UZH personnel (carried over from "Personnel costs)	460'246	99%		460'246	
lump sum for external speakers	2'700	1%		2'700	
<b>TOTAL PERSONNEL INTERNAL</b>	<b>462'946</b>	<b>77%</b>		<b>462'946</b>	<b>77%</b>
Workshop catering	5'000	83%		5'000	
travel expenses	1'000	17%		1'000	
<b>TOTAL COST OF MATERIALS</b>	<b>6'000</b>	<b>1%</b>		<b>6'000</b>	
<b>TOTAL SUBCONTRACTING</b>	<b>5'000</b>	<b>1%</b>		<b>5'000</b>	
<b>TOTAL PRACTICE PARTNER</b>	<b>-</b>	<b>0%</b>		<b>-</b>	
<b>TOTAL DEVICES / EQUIPMENT</b>	<b>6'000</b>	<b>1%</b>		<b>6'000</b>	
<b>TOTAL PROJECT COSTS (with PP)</b>	<b>479'946</b>			<b>479'946</b>	
minus practice partner	-			-	
<b>TOTAL PROJECT COSTS (without PP)</b>	<b>479'946</b>	<b>80%</b>		<b>479'946</b>	
OVERHEAD (OH)	119'987	20%		119'987	
<b>TOTAL PROJECT COSTS INCL. OH</b>	<b>599'933</b>	<b>100%</b>		<b>599'933</b>	
<b>PROJECT FUNDING:</b>					
TOTAL PROJECT COST *Transfer value from B64 to Selectus	599'933	100%		599'933	100%
<b>REQUIRED DIZH FUNDS (50% OF PC)</b>	<b>299'966</b>	<b>50%</b>		<b>299'966</b>	<b>50%</b>
*Transfer value from B65 to Selectus	299'966	50%		299'966	50%
<b>REQUIRED MATCHING FUNDS TOTAL</b>	<b>299'966</b>	<b>50%</b>		<b>299'966</b>	<b>50%</b>

Simplified Example! – Only UZH in this example! Not recommend for Project Call.

### Simplified Example – Detail personnel costs

HS	Person	Personnel category	Task	degree of employment	months	Annual costs	Proportional project costs CH	year 1	year 2	year 3	Project costs (control calculation)
UZH	NN1 DIZH funded	Doctoral students 1st year (generally 80% Pension)	PhD	80%	12	71'355	57'084	100%			57'084
UZH	NN1 DIZH funded	Doctoral students 2nd year (generally 80% Pension)	PhD	80%	12	73'630	58'904	100%			58'904
UZH	NN1 DIZH funded	Doctoral students 3rd and 4th year (generally 80% Pension)	PhD	80%	12	75'905	60'724			100%	60'724
UZH	NN2 DIZH funded	Post-Docs (100% Pension, LK 188,503)	PI	20%	36	118'139	70'883	33%	33%	34%	70'883
UZH	NN2 Own contribution	Post-Docs (100% Pension, LK 188,503)	PI	60%	36	118'139	212'650	33%	33%	34%	212'650
UZH						-	-				error
UZH						-	-				error
UZH						-	-				error
UZH						-	-				error
UZH						-	-				error
UZH						-	-				error
<b>TOTAL PERSONNEL COSTS UZH</b>								<b>460'246</b>			

Example: Postdoc works 80% for 36 months in total for the project, thereof 60% are financed by SNF-Funding for 24 months and 12 months by funds of the chair

→ 20% of the Postdoc is financed and one PhD over 3 years by DIZH

— Allocation of expected cost occurrence has to be done in per cent (see special situation for PhDs above)

— Your own contribution has to be included in the direct cost section! If you increase your own contribution, the funding increases.

Simplified Example! – Only UZH in this example! Not recommend for Project Call.