

# Regulations for Pedagogical Innovation Projects at NOVA FCT

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## Article 1 – Scope and Context

1. These regulations establish the conditions for access and implementation of the Pedagogical Innovation Projects at NOVA FCT, promoted by the NOVA FCT Management Council.
2. The program aims to financially support innovative pilot projects in curricular units at NOVA FCT that contribute to the improvement of the teaching and learning process.
3. These projects seek to promote a culture of pedagogical innovation that supports the professional development of faculty members and enhances the teaching and learning experience. They also aim to foster the sustained transformation of teaching practices and the adoption of creative and effective approaches within NOVA FCT, with the potential to generate impact that may be recognized through institutional initiatives such as the NOVA Pedagogical Innovation Award.
4. These projects may also serve as a starting point for research in the field of pedagogical innovation, contributing to the production of evidence-based knowledge regarding teaching and learning practices in higher education.
5. To strengthen the pedagogical community at NOVA FCT and promote institutional knowledge sharing, the selected projects will be presented at the Pedagogical Innovation in Higher Education Conference (JIPES).

## Article 2 – Nature of the Projects

1. Projects must be implemented in either the fall or spring semester of the 2025/2026 academic year.
2. Each project must propose innovative teaching practices that have not previously been implemented by the proponent(s), with the intention of testing and evaluating them in a real teaching context.
3. Projects may focus on teaching methodologies, assessment strategies, the use of technology, curricular organization, or other relevant pedagogical aspects, including active learning methodologies.
4. Projects must include mechanisms for collecting evidence, including the definition of success metrics and a description of how they will be measured and analyzed.

### **Article 3 – Eligible Applicants**

1. All NOVA FCT faculty members and researchers with active teaching responsibilities are eligible to apply.
2. Each applicant may submit only one proposal as the main proponent.

### **Article 4 – Funding**

1. The annual budget available for funding, as well as the maximum funding per project and the total number of projects to be supported, will be defined annually by the NOVA FCT Management Council and published in the call for applications.
2. Eligible expenses for funding include those directly related to project implementation, namely:
  - a. Purchase of pedagogical and teaching materials;
  - b. Licenses for software and digital tools;
  - c. Small non-IT equipment to support teaching activities;
  - d. Production of multimedia content for educational purposes;
  - e. Other expenses, provided they are properly justified within the project context.
3. The following are not eligible for funding:
  - a. Purchase of IT equipment, such as computers, monitors, or peripherals;
  - b. Hiring of external services not directly related to the pedagogical implementation of the project.

### **Article 5 – Application**

1. Applications must be submitted electronically, using the designated form, by the deadline stated in the call for applications.
2. Each application must include:
  - a. Project title and description;
  - b. Objectives and expected impact;
  - c. Timeline (indicating the semester of implementation);
  - d. Activity plan and methodology;

- e. Evidence collection strategy;
- f. Detailed and justified budget;
- g. Identification of the proponent and any collaborators.

## **Article 6 – Evaluation and Selection**

1. Evaluation will be conducted anonymously (blinded), to ensure impartiality. Applications will be assessed by a panel designated by the NOVA FCT Management Council.
2. Selection criteria include:
  - a. Degree of pedagogical innovation;
  - b. Feasibility and clarity of the implementation plan;
  - c. Relevance to the NOVA FCT context;
  - d. Potential impact and replicability;
  - e. Appropriateness and reasonableness of the proposed budget.
3. The panel may decide not to award all available grants if the applications do not meet the required standards.

## **Article 7 – Final Report and Follow-Up**

1. Within 60 days of project completion, grant recipients must submit a final report.
2. The report must be structured in line with the criteria of the NOVA Pedagogical Innovation Award and include the following sections:
  - a. Description of the project and implemented teaching practices;
  - b. Relevance and originality of the approach;
  - c. Evidence of impact on student learning;
  - d. Student evaluation of the teacher, course unit, or project;
  - e. Participation in professional development activities related to teaching (if applicable);
  - f. Scope of the intervention, including diversity of students and initial context;
  - g. Contribution to other practices, peers, or pedagogical policies (within or beyond NOVA FCT);
  - h. Critical reflection and recommendations for continuity or replication.

A detailed template and further guidance will be provided in a separate guide.

### **Article 8 – Final Provisions**

1. Any doubts or omissions will be resolved by the NOVA FCT Management Council.
2. Submission of an application implies full acceptance of these regulations.
3. These regulations enter into force upon publication.