

**UNIVERSITY OF DAR ES SALAAM
OFFICE OF THE DEPUTY VICE CHANCELLOR -
RESEARCH**



**RESEARCH AND INNOVATION WEEK
CONCEPT NOTE 2023**

6th January 2023

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ACRONYMS

DIEN	Directorate of Innovation and Entrepreneurship
DPGS	Directorate of Postgraduate Studies
DPS	Directorate of Public Services
DRP	Directorate of Research and Publication
DUS	Directorate of Undergraduate Studies
IP	Intellectual Property
IPMO	Intellectual Property Management Office
R&D	Research and Development
RIW	Research and Innovation Week
RW	Research Week
SDGs	Sustainable Development Goals
SOC	Standing Organising Committee
SPD	Strategic Partnership Dialogue
UDSM	University of Dar es Salaam

I. INTRODUCTION

1.1 General Overview

The University of Dar es Salaam (UDSM) has been organizing the Research and Innovation Week (formerly known as Research Week and abbreviated as RW) since 2015 for showcasing competitive research results. The main drive is to bring together diverse groups of researchers to share and further scholarly and creative research work and highlight some of their best research outputs and innovations. UDSM RW events are normally carried out first at Unit level, followed by a University-wide level. During the events, the University community recognises students, faculty, departments, schools, colleges and institutes for their cutting edge scholarly and creative research activities through a series of discussions, forums, dialogues, symposia, exhibitions, seminars, workshops, and award ceremonies. In general, the RW has succeeded in many ways such as motivating students and staff members of the University to continue with the impetus of searching for competitive knowledge and creative innovations.

Although RW events have been successful for the past years, a great deal of attention have always been directed to showcasing research outputs. Subsequently, it was decided to revisit the RW event so that emphasis is equally directed to innovation for commercialization hence elevating both research and innovation enterprise through nurturing a vibrant research and innovation ecosystem. In addition, increasing efforts need to be employed in building collaborations and partnerships with industry. By so doing, UDSM will continue to translate its research and innovation outputs for societal impact. UDSM's research and innovation presence will therefore confirm its move towards the upper quartile in research and innovation prominence among staff and students to becoming a world class university. UDSM has been taking the necessary steps towards ensuring that innovative and entrepreneurship skills are effectively imparted to both students and staff as one way of enabling the students to create opportunities for self-employment upon graduation, as well as creating new jobs.

Being the oldest and premier Higher Education Institution in the country, UDSM has the responsibility of improving people's living standards by stimulating growth of the various socio-economic domains and increasing productivity in critical productive sectors of the economy. This responsibility is undertaken through the training of qualified, skilled and competent human resources as well as translating research results and innovations into economic activities, thus creating new employment opportunities. This outlook is the cornerstone of the UDSM Vision 2061 which focuses on the university becoming a leading centre of intellectual wealth spearheading the quest for sustainable and inclusive development. It is also in line with the UDSM 2061 mission that focuses on the university being engaged in advancing the economic, social and technological

development of Tanzania and beyond through excellent teaching and learning, research and knowledge exchange.

The UDSM aspiration is also in consonant with Tanzania's third five-year development plan, one of whose thrusts focuses on the country being able to create eight million new jobs in the private sector between 2021 and 2026, and being able to stimulate a competitive and participatory economy. All these aspirations are anchored on Tanzania achieving her 2025 development vision as well as regional and global development directions including the new 2030 agenda for Sustainable Development Goals (SDGs) which are aimed at shaping development goals and objectives of individual societies and international community in general.

1.2 The State and Relevance of Research and Innovation

1.2.1 Knowledge Exchange

The impact of university to the society lies primarily on research and related public services. Research creates knowledge, which can be used to transform the society through teaching and learning processes. It is through research that innovative and entrepreneurial products, processes or services are generated and tested. Furthermore, the services (particularly consultancy and outreach services) provided to the society by the University are built on rigorous research outputs.

1.2.2 Government and National Policies

Globally, research forms a basis for making informed policy decisions. The Tanzania Vision 2025 envisions to achieve high quality livelihood society. This high-quality livelihood in any society cannot be achieved without aiming at building a strong and competitive economy which can effectively cope with the challenges of development and can easily adapt to the changing market and technological conditions in the regional and global economy. The 2010 National Research and Development Policy recognises the essential role of research in the national development and acknowledges that scientific advances and technological innovations are the driving force for economic growth and sustainable development.

One of the five core priorities of the third Tanzania Five Year Development Plan (2021/22 - 2025/26) include industrial development specifically targeting industries that use locally produced raw materials. Development of such industries must go hand in hand with a well-articulated National R&D Policy that has a priority in setting up industries that are regionally and internationally competitive. The UDSM Research Policy (2015) was developed in line with the National Research and Development Policy (2010). These two policy documents when coupled with the UDSM Innovation and Entrepreneurship Policy (2016), UDSM Intellectual Property Policy (2008, revised 2022) as well as Guidelines for

Commercialization of Intellectual Property, Innovations and Research Products (2022) places UDSM at the centre of its mandate of contributing to the socio-economic development of the country by producing quantity and quality products through its core functions of teaching, research and public service. UDSM is recognized as the most capable institution in Tanzania in terms of generating new knowledge through research and innovation. It has competent human capital that contributes to the production of high quality and diversified research and innovation outputs creditable for commercialization. UDSM is however, confronted with both inadequate utilization of the resources and commercialization of research results which would otherwise contribute to economic growth; address environmental and societal challenges; and maximise impact at regional and national and levels.

1.2.3 Natural Resources Management

Research and innovation provide a direction on key issues on governance and management of natural resources for sustainable management of ecosystems and livelihoods. It must be pointed out that our environment, in particular the climate, is currently changing and is likely or is already having a significant impact on both natural and social systems. Thus, research findings and innovative outcomes on impacts, adaptation and mitigation measures of climate change need to be shared with a wide range of stakeholders for policy adjustments.

1.2.4 Industrialization

Research and innovation form the basis for necessary technological development in industry, economic and social sectors. Tanzania has abundant resources and human capital from which various productive sectors and activities could thrive. Through research and innovation, such a rich resource base should be able to provide opportunity for rapid economic development and a prosperous country, where her people are free from poverty and enjoy quality education, health services and access to other essential services such as water, water, housing and electricity. The research and innovation knowledge do not only cater for investors but also informed pro-active policies to promote investment and technological development in processing and manufacturing industry, agriculture, fisheries, tourism, oil and gas, mining, construction, transport and finance, just to mention a few.

1.2.5 Business and Investment Opportunities

Research and innovation do more than predicting the future; they create the future. Research generates patents, spin-off companies and innovations that open up whole new market to entrepreneurs. Research also enables leaders to be critical, independent, solution oriented and thinkers who become business leaders in areas far beyond their specific fields of study. Currently, Tanzania has become one of the major African destinies of foreign capital that is taking advantage of her

abundant resources. Local investors, managers and professionals who have the natural right to be the first beneficiaries of their natural resources have become spectators witnessing foreign exploitation and expropriation of those resources amidst growing poverty of Tanzanian citizens.

Tanzanian small, medium and large-sized investors need entrepreneurship and innovation knowledge and skills. They are needed right from “*Mama Lishe*” and other informal business activities so they can graduate to higher levels. They are needed so that Tanzania will not only cease to be an importer of virtually every commodity but also export competitively to regional markets and elsewhere abroad. Graduate youths who are turning out into the labour market in tens of thousands every end of year need entrepreneurship knowledge and skills to create their own jobs and employ others. Looking at Government as source of employment is no longer a tenable option.

1.2.6 Civil Society

From social justice to gender equality, from climate change to economic development, from technology to fine and performing art, and from better communities to better relationships, research contributes to the fabric of society in both obvious and subtle ways. Organizations devoted to social, political and economic change rely on the theories, data and insights of researchers to take informed and practical actions. Whether it is a local community group or an international NGO, a think tank or children rights organization, they all depend on research and innovation. Moreover, individuals as well, whether they know the same or not, benefit on a daily basis from inventions, ideas and other advances that originate from research and innovation.

1.3 Review of Previous UDSM Research Weeks

RW events at the University of Dar es Salaam started in 2015. These events have been conducted both at the Unit and University levels where symposia, Strategic Partnership Dialogue (SPD) and exhibitions are carried out. These events have attracted a significant number of participants, exhibitors and non-exhibitors including media that cover presentations made in the exhibitions, SPD and symposia. During these events exhibitors showcase their projects and participation has been increasing over the years. Each year, a number of judges are appointed for assessment of Unit level exhibited projects under categories defined in the RW Concept Note that is revised each year. Categories have kept on changing depending on the need and reflection of the theme in the respective year. Over the past years, RWs have encompassed the following categories: Best multidisciplinary research group project; Unit/Department which has excelled in attracting research funds; researchers/groups who have attracted large funds; Outstanding Researcher; Best UDSM journal (this is no longer a part of categories); Best postgraduate research/innovation project; Best undergraduate research/innovation project; Best outreach project. Top three winners for each category from the Unit level participants are invited to exhibit at the University

level at Mwalimu Julius K. Nyerere Mlimani Campus. Evaluations for RW are done each year and have reflected the feeling of exhibitors and non-exhibitors.

One of the observed challenges of the RW is the minimal link with the general public outside the University. The Week has been mainly inward-looking whereby internal researchers are sharing their research results among themselves and with students and UDSM community aside from a limited number of external invitees. Moreover, despite major achievements in the past RW events, previously there were some shortfalls and inherent recommendations that were made and subsequently addressed in the following areas:

(i) Research Week Concept Note and Theme

It was recommended that UDSM should come up with a more general theme that will capture all research interests to attract and include more units and projects to participate in the RW. Stakeholders recommended that the University should be more flexible and consider sectoral themes rather than one university-wide theme. Consequently, during the last RIW, the theme was recasted to cover societal impact hence capturing different research interests across sectors and units. It was also recommended that the RIW Concept Note should be made available on the University Website for everyone to read and understand and this is now the practice.

(ii) The Timing

There were mixed recommendations on the timing of RW events. Some stakeholders recommended that the RW should take place during the long vacation to allow more UDSM staff to participate. However, this recommendation was found rather impractical given the crucial role students in showcasing various research and projects apart from participating in associated events. Symposium, SPD and exhibition days that were recommended to be separated, are now executed in different days to give participants ample time for both events. Symposia is allocated the whole day to allow more participants from selected projects from Unit level to make presentations. Exhibitions are done on week days only in order to attract more visitors and they are properly scheduled to allow more students and staff to participate effectively without affecting classes. Units have been directed to ensure that project details are submitted on time as per the RW Concept Note.

(iii) The Publicity

UDSM has worked on recommendation to publish a call for UDSM RW in the University Almanac for the general public and strategic stakeholders. This new practice has been taken positively as it facilitates timely planning at all levels and increase the level of competition. A wide publicity of the RW through UDSM Website, internal memos, newspapers, TV and Radio (including Mlimani Radio & TV), Social Media Platforms, University of Dar es Salaam Academic Staff Assembly (UDASA) group emails etc. is being done to allow enough time for preparation. Awareness creation among staff in order to capture majority of them

to participate at Unit level has become a key priority of the organizers.

(iv) The Venue

It was recommended that Unit level exhibitions should be done at one suitable venue to help researchers to share research findings, learn from each other and simplify visiting of different stalls. A call for closely related projects, even from different departments, to be exhibited together will allow shared stakeholders be exposed to other UDSM units. However, the current practice facilitates unit level to showcase projects in more efficient manner as they prepare effectively for University level's exhibition. Arrangements to allocate spaces for various projects at unit level have always been handled by respective units based on convenience of venues and space availability

(v) The Exhibition Space

The University encourages all exhibitions to be carried out outside in the open space as in some past years some of exhibitions were done inside the buildings. It has been always advised for exhibition areas to be spacious particularly the tented outdoor areas to provide more freedom of movement to visitors and exhibitors.

(vi) Staff and Student Participation

It was recommended that a mechanism should be set to ensure active participation of all academic members of staff on research week. Sensitization initiatives are staged to ensure that more staff participate in the events. Potential researchers are invited to participate by showcasing their research and innovation in relevant categories. Schedules are well planned to allow full participation by all staff and students. Plans to involve students' leadership in the steering committee to boost participation of students in the RW have been considered.

(vii) Partnership with Industry

It was earlier recommended that efforts should be made for sensitisation of researchers on the importance of Intellectual Property (IP) and protection of patents, copyrights and trademarks. UDSM has been sensitizing staff on the importance of partnering with industry strategically for developing new ideas into commercialised products, processes or services. Academic units are sensitised on the usefulness of the RW exhibitions. Researchers and innovators are informed in advance on projects that directly related to the theme. Senior researchers and innovators from all the academic units are also encouraged to engage the junior staff, and female researchers and innovators during the RIW.

(viii) Selection of Judges

The composition of the judging teams is a mix of both senior and junior members of staff and external experts, this is meant to facilitate mentoring the junior staff as it was recommended. These are appointed well in advance; contacted to confirm their availability and are furnished with the assessment tools and research/project abstracts earlier enough.

(ix) Assessment Tools

The UDSM has made a deliberate measure to ensure that the assessment forms give more room for assessors to judge exhibitions and competing awardees of different categories. Assessment tools have always improved, especially in the category of the overall best research/project in order to accommodate the Social Sciences research. In the future RIW, assessment tools will be made available as early as possible.

(x) Assessment Criteria

Assessment criteria are disseminated to all stakeholders well in advance as it was recommended. A sufficient number of Judges is appointed, and are given more time to reduce pressure and they are facilitated to assess projects thoroughly. Criteria for recognition of outstanding researchers have also been reviewed and those for recognition of students' exhibitions are set and take into consideration nature of their work.

(xi) Supporting Mechanisms

It was recommended that a Standing RW Committee should be set for ensuring quality assurance and smooth planning throughout the year. This has been a practice and RW has a steering committee that draws members in a representational basis. Students have been supported in the preparation of their projects towards participation in RW exhibitions. UDSM has been providing a clear mechanism and guidance for various awards including amounts that are given to the winners to avoid double standards.

1.4 New Developments for Research and Innovation Week for 2023

The theme for the RIW 2023 is *Impactful Research and Innovation for Socio-economic well-being in Tanzania* (in Swahili *Manufaa ya Utafiti na Ubunifu kwa Ustawi wa Uchumi-Jamii Tanzania*). It is expected that UDSM staff and students should exhibit research and innovation projects that have demonstrated visible socio-economic effects to the society at various levels. Also, special attention should be paid to outreach projects that have involved multiple actors and stakeholders.

The integration of research and innovation is expected to advance the University's responsibility to contribute to societal impact including socio-economic and political development particularly the government's industrialization agenda. In undertaking excellent research and innovation, we anticipate the fundamental role for undertaking research and innovation is that we generate and transform knowledge that will benefit society as a whole.

The UDSM RIW (2023) will continue to be a platform of not only showcasing quality research results for societal impact but also a vehicle of identifying new innovations that can easily be converted into processes, products and services for the national development while moving forward the industrialization agenda. Both research and innovation are necessary for a competitive industrial sector

capable of producing high quality products and lower cost products so that industries in Tanzania can survive competition from low cost producers of South East Asia and the rest of African region. Therefore, in this year's RIW events, nine (9) categories will be assessed for various awards. The recommendations made for the past RW events will be implemented to improve the RIW events and make the UDSM RIW 2023 more successful.

II. RESEARCH AND INNOVATION WEEK AND THE UNIVERSITY RESEARCH POLICY

The UDSM Research Policy is a backbone of the RIW which in turn is a platform and one of the vehicles to promote the University Research Agenda. The same are reflected in both the UDSM Vision 2061 and the UDSM Mission:

UDSM Vision 2061

“Becoming a leading centre of intellectual wealth to spearhead Tanzania’s and Africa’s quest for sustainable and equitable development”

UDSM Mission

“To advance the economic, social and technological development of Tanzania and beyond through excellent teaching, research and public service using talented and motivated faculty, staff and students”

2.1 Relevant UDSM Research Policy Statements

The UDSM Research Policy postulates statements that resonate a need for RIW. Some of these statements are:

- (i) **Research Performance and Rewarding:** A transparent mechanism for research performance measurement shall be established. The mechanism shall be applied to evaluate research performance of individuals, academic units and multi-disciplinary research teams on an annual basis and reward of research performance for individuals, academic units and research teams each year shall be effected on the basis of criteria set.
- (ii) **Staff Remuneration:** There is a need to recognize research remuneration so as to make it as attractive as consultancy. Also, the research remuneration will retain quality staff through rewarding their achievements. The remuneration shall foster teamwork and collaboration. The implementation of this shall be as provided for in the University of Dar es Salaam Human Resources Management (HRM) Policy.
- (iii) **Dissemination of Research Results:** In this respect, UDSM shall ensure that the dissemination of research results is done in the most effective way. In particular, local dissemination of research results shall be encouraged. Further, each Department/Institute/Research Group shall conduct at least one research workshop annually, which will review research plans, progress and outputs. Annual research workshops shall also include presentations of academic papers and posters. If resources permit, key stakeholders shall also be invited to these workshops.

- (iv) *Effectiveness of Research:* It is important that UDSM has a feedback mechanism to assess research effectiveness as well as feed into the process of refining the research agenda.

2.2 UDSM RIW 2023: UDSM Socio-economic Impact through Research and Innovation

It is true that publishing has been the major pathway for UDSM researchers, and even when innovations are devised, they are barely protected or subjected to commercialization pathways. Consequently, some of research and innovation products lay in researchers' and innovators' shelves and rarely the information shared with relevant stakeholders including potential investors to upscale. A limited amount of such products and services are shared during the various exhibitions and trade fairs, leaving a large pool of research findings and innovation products, processes and services not reaching the intended beneficiaries.

Research and innovation with impact do not happen without community engagement. UDSM which this year is celebrating 60 years of its existence since its establishment in October 1961 has throughout been conducting research and innovation endeavours. The RIW 2023 provides a platform to demonstrate UDSM research and innovation projects and products, and their influence to the people's livelihood, systems and processes and to development at large. The RIW 2023 allows showcasing of projects with impact that is evidenced through policy influence, knowledge and technology transfer, community engagement, established collaborations with industry, impactful innovation processes, commercialized services and products and outreach activities. With outreach services, for example, staff conduct non-credit classes either in person or through the use of technology. Staff and students conduct research and innovation to directly respond to pressing problems or issues identified from the community and spend their time to deliver the results through community engagements. Staff and students are also providing scholarly, medical, educational or therapeutic services to the society or applying their professional expertise on voluntary basis while addressing large societal issues. This entails staff and students linking the University and the industry/society through community engagement and service projects to civil responsibility and community wellbeing.

The RIW 2023 therefore provides another opportunity for the internal and external stakeholders to be informed on the value and impact of research and innovation conducted by the University. It also serves as a means for disseminating research findings and innovation outputs while creating awareness to stakeholders and the general public about the University's responsibility of contributing to industrial and societal development. This is also an opportunity to attract investors to commercialize UDSM innovation, and those with interest in acquiring UDSM's consultancy services.

It is envisioned that RIW 2023 creates a necessary platform for showcasing of

societal products (outputs), societal use (societal references), and societal benefits (changes in society) of our research outputs and innovation products, processes and services. Society can reap the benefits of successful projects whose results have been converted into marketable and consumable products in a form of goods such as medicaments, diagnostic tools, machines, and devices or services. This will eventually achieve the ultimate goal of enhancing the societal impact of research and innovation on basis of societal benefits, societal quality, usefulness, public values, knowledge transfer and societal relevance.

III. RIW AWARDS FOR DIFFERENT CATEGORIES

It is required that all academic units shall be involved in the RIW activities which is intended to award research and innovation excellence as demonstrated by various researchers and innovators in different categories. The awards will be in the form of cash, plaques or engravings. The award of cash prizes will be meaningful if the amount offered can facilitate further research and innovation. Nine (9) categories will be judged at University level and given prizes. These will include;

- i) Best Multidisciplinary Impact Research Project Group of the Year
- ii) Units/Departments that have excelled in attracting Large Amount of Research Funds
- iii) Units/Departments that have excelled in attracting Large Amount of Innovation Funds
- iv) Researchers who have attracted Large Amount of Research Funds
- v) Best Impact Researcher of the Year
- vi) Best Impact Innovator of the Year
- vii) Best Postgraduate Innovation Project
- viii) Best Undergraduate Innovation Project
- ix) Best Outreach Project of the Year

3.1 Award for Best Multidisciplinary Impact Research Group Project

Entries for this category will be for multidisciplinary impact research groups that will be drawn from winners at Unit level (college/school/institute). For this category, monetary prizes of TZS 20,000,000/=, 10,000,000/= and 5,000,000/= and trophies will be awarded for the first, second and third winner, respectively.

3.2 Award for Units/Departments which have excelled in attracting Large Amount of Research Funds

Entries for this category will be obtained from units/departments that have managed to attract significant amount of funds in research. The minimum amount of funds for entry into this category should be TZS 1 Billion (equivalent to USD 500,000). Entries for this category will be as proposed by units, and shall be verified against existing records under the Directorate of Research and Publication. Awards for this category will be in the form of plaques and engravings.

3.3 Award for Units/Departments which have excelled in attracting Large Amount of Innovation Funds

Entries for this category will be obtained from units/departments that have managed to attract significant amount of funds in innovation. The minimum amount of funds for entry into this category should be TZS 1 Billion (equivalent to USD 500,000). Entries for this category will be as proposed by units, and shall be verified against existing records under DIEN. Awards for this category will be in the form of plaques and engravings.

3.4 Award for Researchers who have attracted Large Funds

To recognise the contribution to departments from research projects that have attracted large amounts of funds, an award for the researcher/research group which has excelled in this area will be presented. The proposed minimum amount of attracted funds will be TZS 500 Million (equivalent to USD 250,000). Entries for this category will be as received from the units and verified against existing records under the DRP. Awards for this category will be in the form of plaques and engravings. This category will be judged alongside the criteria mentioned in sub-section 3.2.

3.5 Award for Best Impact Researcher of the Year

Outstanding Impact Researcher of the Year is an individual whose research is nationally and internationally recognised as exceptional in a particular scientific or scholarly field. Nominee to this category may either be current, retired or deceased staff of UDSM. Nominations will be done at department level and the names forwarded to the School/College/Institute/Centre where one name will be selected and submitted to the Secretariat in the Office of Deputy Vice Chancellor – Research for award. The award for this category will be in the form of a plaque and engraving. Qualities for Best Impact Researcher of the Year include excelling in publications with impact to society (including joint publications) *for the period of one year since the previous RIW*, both in terms of number of papers in highly reputable outlets and measured quantitatively through various metrics. Entries for this category will be as proposed by the units and verified against existing records (UDSM research repository, Google scholar, etc) under the Directorate of Research and Publication and other Researcher Identification platforms. For this category, there will be only one overall winner who will be awarded monetary prize of TZS 5,000,000/=.

3.6 Award for Best Impact Innovator of the Year

The University is positioning itself to be one of the greatest sources of innovations in the country. Best Impact Innovator of the Year Award honors staff who have made important and lasting contributions to society by developing novel ideas and insights through their research and then translating them to practice. Eligible candidates are a current member of the staff or a team of staff members. The innovation should primarily address a societal challenge with a view to providing

a viable solution that is sustainable. As the case may be, the innovation should show the potential for transforming a process, products, service or any other form of transformation that is bound to bring beneficial improvement in the organization and/or in the lives of the people.

This award is intended encourage innovators to consider trajectories of inventing and protecting their outputs. This is an important incentive to attract the creation of novel and new UDSM innovations. Such innovations shall be showcased for further development and/or commercialization. The judges are expected to evaluate the prototypes to determine whether they have promising potential for commercialization. In the final analysis, the University is keen to promote spin-off and startup companies which originate from IPs generated by the students and staff of the University. If and when this goal is realized, the University will have made greater impact to the community that it strives to serve.

In this milieu, the nominee to this category may either be individual staff or a group of staff and students who have collaborated to develop the innovation. Product, service or process that does not demonstrate the potential application or use in the society cannot qualify to be an innovation by the standards set herein. Qualities for Best Impact Innovator of the Year include the soundness of innovation (replicability and uniqueness or novelty) of innovation. The assessment tool for this category therefore, clearly guides the judges to be able to make meaningful and practical decision on the winning project.

The award for this category will be in the form of a plaque and engraving. Entries for this category will be as proposed by the units and verified against proposed criteria under the auspices of the University of Dar es Salaam DIEN. For this category, there will be only one overall winner who will be awarded monetary prize of TZS 5,000,000/= . The award is to the individual recipient or shared by the team recipients. The Best Impact Innovator in this category will be linked to the DIEN for incubation, investor link-up and other commercialization related services.

3.7 Award for Best Postgraduate Innovation Project

As part of their requirement for postgraduate studies, students are expected to undertake research and/or innovation on a particular subject or issue of their interests. Although a few units have platforms for postgraduate students to show case their works, it is important to widen such avenues. This is vital not only in terms of disseminating valuable results from postgraduate research and innovation but also in motivating students and supervisors to produce quality research results and innovation products. This is in line with the UDSM 2061 vision whereby the Teaching and Learning Pillar gives priority to postgraduate training. As such, an award will be presented for the best postgraduate innovation project during the RIW. Single entries will be received from colleges/schools to compete at university

level. For this category, monetary prizes of TZS 2,000,000/=, 1,500,000/= and 1,000,000/= and trophies, engraving will be awarded for the first, second and third winner, respectively. Supervisor(s) for each of the winning projects will receive a twenty (20) percent of the winning award (equally shared for multiple supervisors).

3.8 Award for Best Undergraduate Innovation Project

As part of their coursework, students undertake project works. Some units such as the College of Engineering and Technology (CoET) have been conducting exhibitions in the first semester where undergraduate students showcase their innovation project outputs. This exhibition has gained popularity within the college and attracts quite a number of entries. On their part, UDSM School of Law (UDSoL) offers a compulsory course in which every final year undergraduate student (both LL.B and B.A Legal Enforcement) is required to research and write a supervised dissertation whose weight in terms of credits is thrice as much as that of other courses offered at UDSoL. Every year the University awards the best LL.B Dissertation written by a student from UDSoL. In other units some students managed to develop innovative business products, processes or services which were developed and put into reality and enabled job creation. Such practices provide academically enriching atmosphere for undergraduate students and should be propagated across the University. As such, an award will be presented for the best undergraduate project/workable business product, processes or services during the RIW. Single entries will be received from colleges/schools/institutes to compete at University level. For this category, monetary prizes of TZS 1,000,000/=, 700,000/= and 500,000/= and trophies/engravings will be awarded for the first, second and third winner, respectively. Supervisor(s) for each of the winning projects will receive a twenty (20) percent of the winning award (equally shared for multiple supervisors).

3.9 Award for Best Outreach Project

Entries for this category will be for individual or group of members of academic staff who have delivered high and traceable impact outreach. Entries with direct policy influence, those that have innovatively offered solution to real life problems or those have demonstrated a concrete linkage with industry and community will be awarded. Examples of outreach activities that have involved multiple actors and stakeholders. Evidence on the positive impact these activities have had to society will have to be presented by the competitors. The entries will be drawn from winners at unit level (college/school/institute). For this category, trophies/plaques will be awarded for the first three winners.

IV. RIW GUIDELINES AND PROCESS OF IDENTIFYING WINNERS

4.1 Guidelines of the RIW

The Research and Innovation Week (RIW) recognises students and staff for their cutting-edge scholarly and creative research and innovation activities. It provides a platform for researchers to showcase their research results and innovation products, processes and services and present novel solutions to societal demands and generate new knowledge that enhances quality of life and the human condition. As already stated, the theme for the year 2023 will be *Impactful Research and Innovation for Socio-economic well-being in Tanzania*. The University emphasises on problem-based research and innovation aimed at identifying and solving real societal problems.

The contest is open to all UDSM researchers or research groups and innovators with a member from UDSM as Principal Investigator or Innovator (PI) . Students registered at UDSM or working in a research group that is registered by UDSM is also eligible to contest as a PI. The composition or leader of the research or innovation group should be documented. Following success of the past RIW events, Units are required to abide to the following general guidelines in order to avoid disqualification.

- i. Submission of research/innovation titles must include an abstract of one page with an introduction part including:
 - a. Names, contact addresses such as email, phone number, Skype, etc.)
 - b. The research/innovation/ service area
 - c. The name of the unit and department
 - d. Name of collaborating institutions (if any)

The research/innovation should be described in a popular science style so that the topic is understood to everybody regardless of familiarity in the field. The summary may include one of the following:

- a. Detailed description of scientific questions or challenge/problem that have been addressed
- b. Description of what was done and why
- c. Justification on why the research/ innovation is important
- d. Explanation about positive changes that have been brought or expected by the research/innovation

- ii. Original copies of reprints and monographs of entries including abstracts for exhibitions should be submitted. Entries should state the category of award under which they wish to compete
- iii. It is mandatory for all Heads of Units to ensure that all eligible projects for all categories participate in the competition
- iv. The research subject matter/innovation should be geared towards addressing challenges in the Tanzanian contexts
- v. Projects that will be allowed to compete, in all categories, shall only be those that have been formally registered in the respective Directorates (DRP, DPS, DIEN, DPGS, DUS) including the UDSM research and innovation projects registration system; and have fulfilled all the requirements in accordance with the UDSM Policies and Guidelines
- vi. Research may be either basic or applied solving societal problems
- vii. Research results must have been published or potentially to be published in internationally indexed and retrievable journals or any other journals recognised by UDSM

The following are general criteria for determining the winners of the RIW. Specific criteria are listed under relevant award categories of the RIW Concept Note:

- i. Breakthrough new and novel product, services or processes
- ii. Contribution to knowledge
- iii. Potential overall impacts of research/service to the society
- iv. Multi-disciplinarity
- v. Suitability of experimental design and/or appropriateness of methodology, including sustainability
- vi. Clarity of presentation (conciseness, appropriate use of labels and figures, technical accuracy of language, definition of terms)
- vii. Dissemination of results (e.g. publication in journals, conferences, workshops, books, dissemination to target users, outreach).
- viii. Contribution to capacity building; training and research facilities (e.g. how many postgraduate students have benefited from the research?)
- ix. Ownership or authorship rights (e.g. intellectual property rights, registration of patents, copyrights and trademarks, licence agreements)
- x. Research and innovation results translated into tangible product, process or service for commercialisation
- xi. Evidence of involvement of community, industry, Government to encourage academia, industry and Government linkage
- xii. Decisions of the Board of Judges are un-appealable.
- xiii. The Board of Judges has the right not to declare a winner if the competitors do not fulfil the set criteria.

Participation by Units is also encouraged even where there is no competition; for the purpose of showcasing UDSM research work. Research works which do not qualify in the criteria given which are still on their infancy or have not made

significant progress since previous research and innovation week may participate in the exhibitions for showcasing. **It is strictly emphasised that participation is for new, on-going or completed research projects and innovation products, processes or services with societal impact as well as those which might have previously participated but never won in RIW but can evidently demonstrate the societal impact.**

4.2 Process of Identifying Winners

The Board of Judges will be provided with specific guidelines of determining winners based on the following general criteria and specific criteria listed under sub-section 4.3:

- (1) Potential overall impacts of research/ service to the society.
- (2) Breakthrough new and novel, product, services or processes.
- (3) Contribution to knowledge.
- (4) Multi-disciplinarity.
- (5) Suitability of experimental design and/or appropriateness of methodology, including sustainability.
- (6) Clarity of presentation (conciseness, appropriate use of labels and figures, technical accuracy of language, definition of terms).
- (7) Dissemination of results (e.g. policy briefs, participation in exhibitions, publication in journals, conferences, workshops, books, dissemination to target users).
- (8) Contribution to capacity building; training and research facilities (e.g. how many postgraduate students have benefited from the research or innovation?).
- (9) Ownership or authorship rights (e.g. Intellectual property rights, licence agreements).

4.3 RIW Specific Guidelines per Categories

In this sub-section, specific criteria are listed under specific categories derived from section 3 of this Concept Note, which provides for different categories of the competition. These cover awards for recognition of Best Impact Researcher of the Year; Best Impact Innovator of the Year; Best Multidisciplinary Impact Research Group Project of the Year; Best Outreach Project of the Year; Units/Departments that have excelled in attracting Large Amount of Research Funds; Units/Departments that have excelled in attracting Large Amount of Innovation Funds; Researchers who have attracted Large Amount of Research Funds; Best Postgraduate Innovation Project; Best Undergraduate Innovation Project.

4.3.1 Recognition of Best Multidisciplinary Impact Research Group Project

Entries for this category will be for individual researchers/research groups who will be drawn from winners at Unit level (college/school/institute). For this category, monetary prizes and trophies will be awarded for the first three winners.

On submission of entries to this category, Units should take into consideration the following guidelines which will form part of the assessment criteria:

- (1) Impact of research including tangible/measurable outputs
- (2) Contribution to training at UDSM e.g. inclusion of knowledge, skills and technology in UDSM's programmes/course and postgraduate student research topics.
- (3) Dissemination or mainstreaming of knowledge, skills and technology in the society etc.
- (4) Various aspects of output sustainability.
- (5) Extent or coverage of utilization, application and/or replication: local, regional, international.

4.3.2 Award for Units/Departments which have excelled in attracting Large Amount of Research Funds

The entries for this category will be as proposed by units, and shall be verified against existing records under the DRP. On submission of entries to this category, units should take into consideration the following guidelines which will form part of the assessment criteria:

- (1) Application/utilization of unit/Departmental results by community
- (2) Amount of funds used for dissemination of research results such as conferences, seminars, concerts, publications etc.
- (3) Amounts of funds attracted/Amounts of funds spent on staff and postgraduate students training
- (4) Amounts of funds spent on equipment/materials.
- (5) Amounts of funds spent on junior staff.
- (6) Inter/intra institutional collaboration to acquire the funds.
- (7) Amount of funds spent for departmental infrastructure.
- (8) Amount of funds contribution for institutional fees.

4.3.3 Award for Researchers who have excelled in attracting Large Amount of Research Funds

The entries for this category will be as proposed by units, and shall be verified against existing records under the DRP. On submission of entries to this category, units should take into consideration more or less similar guidelines proposed in sub-section 4.3.2 above which will form part of the assessment criteria.

4.3.4 Award for Units/Departments which have excelled in attracting Large Amount of Innovation Funds

Winners for this category will follow specific criteria defined in sub-section 4.3.2 but with a focus on innovation.

4.3.5 Recognition for Best Impact Researcher of the Year

- (1) Author level metrics
- (2) Article/Publication-level metrics
- (3) Journal/Publisher metrics
- (4) Contribution to the livelihood of the local and /or international community.
- (5) Contribution in advancement of his/her field of specialization (e.g. based on the number of original scholarly articles, books, patents, etc.
- (6) The extent in which his/ her discoveries/ innovation/knowledge is utilized nationally and /or internationally by being visible in google scholar and other scholarly websites.
- (7) Contribution to the institution to (funds, infrastructure, training, research equipment etc).
- (8) Number of major national/ international prizes or awards received for outstanding achievements based on research.
- (9) Membership in distinguished organizations in the field of researcher.
- (10) Membership by nominations in associations in the fields which demand outstanding achievement of their members.
- (11) Evidence of usage of published materials written by the researcher such as cumulative number of citations, H-index etc.
- (12) Total number of publications with impact to the society per annum since the previous RIW to be not less than **three (3)**. The nominee should be a corresponding/first author at least in one of the publications.

4.3.6 Recognition for Best Impact Innovator of the Year

- (1) This category is designed to recognize and reward the novel innovation by UDSM staff. Best Impact Innovator of the Year will have met the following criteria Demand driven/usable and sustainable
The innovative product, processes or services address a societal challenge and should be usable. The product should be aligned to the problem/challenge/demand. The product offers opportunity and creates meaningful jobs and has a potential for continuity;
- (2) Transformational: Developed a breakthrough idea, process, or technology and demonstrated its transformational potential relative to an otherwise conventionally accepted practice or market. The innovation re-sparked entrepreneurial imagination/opportunities for the community and offered unique employment model that transforms opportunities, innovation or business model that delivers transformation/ change and engages various value chains for systematic change. The innovation has been subjected to the IP protection process as confirmed by the IPMO;
- (3) Market-Readiness (Levels 7 to 9): Taken a significant innovation developed in the University through to market-readiness, either through partnership with a commercial enterprise, licensing a patent, or by starting a company;

- (4) **Demonstratable:** Demonstrated a new method or means for moving innovation from the University into the private sector through the establishment of partnerships or other relationships that promote the strategic or economic position of the region, state or nation. It must be created or a primary portion of the work on the innovation must have been performed by UDSM staff and students at UDSM;
- (5) **Feasible:** The innovative product should be implementable and has a viable plan and pathway to market adoption. The product should also has a market plan (customer engagement, pilot plan) and should be supported by credible team, proposed partners and supply chain;
- (6) **Potentially profitable:** The innovative product, processes, or services offer an in-demand product/service to the marketplace where there is a need evidenced by willingness to pay (creates value in financial terms). The innovation should have a commercially viable plan (can generate income, sustainable model) and designed to have value for money. In this case, evidence that the innovation has established one of the routes of innovation and commercialization (commercialization by a staff; spin-off/start-up; and partnership for licencing of commercializable process, product or service) should be provided;
- (7) **Scalable:** The innovation should provide a pathway to meaningful job creation for the youth and employs a business and operations model that is sustainable at scale. The innovation should has characteristics that can be replicated across markets and addresses barriers to entry into market (capital, knowledge, competition).

4.3.7 Award for Best Postgraduate Innovation Project

Both the ongoing and completed projects of the postgraduate students within the period of RIW may be included in the competition. The best Postgraduate innovation project will be assessed under the following criteria:

- (1) Scientific content
- (2) Clarity of the innovative product, processes or services to offer an in-demand product/service to the marketplace
- (3) Material Methods/Design
- (4) Demonstration of entrepreneurial imagination/opportunities for the community
- (5) Novelty or contribution to knowledge
- (6) Relevance/significance of the project
- (7) Potential for Commercialization/Social/Political applicability
- (8) Number of publications or manuscripts under preparation of potential publications
- (9) Originality of the innovation product, processes or services.

4.3.8 Award for Best Undergraduate Innovation Project

The best Undergraduate innovation project/product, processes or services will

be assessed under the criteria below:

- (1) Quality of abstract
- (2) Scientific content
- (3) Material Methods/Design
- (4) Clarity of discussion and conclusion
- (5) Novelty or new contribution to knowledge
- (6) Potential for social/environmental/political/economic impact and commercialization in the society
- (7) Originality of the innovation product

4.3.9 Award for Best Outreach Project

Criteria for the award of best public service will be as follows;

- (1) Demonstration of value and impact of outreach activity(ies) to the society
- (2) Contribution towards change (best practice, policy, behaviour, perceptions)
- (3) Scope of the service (number of people reached out and geographical coverage)
- (4) Contribution of the outreach activity towards recognition of the University (reports that have been translated to publications etc).
- (5) Preserving and/or disseminating knowledge.
- (6) Improving diversity/ inclusion/ cross-cultural understanding/environmental conservation.
- (7) Innovativeness of the outreach activity(ies) for delivering the service.
- (8) Collaboration across boundaries/ disciplines/ community involvement.
- (9) Impactful role and engagement of actors and stakeholders involved.

V. COMPOSITION OF JUDGES, PREPARATION AND ORGANISATION OF THE UDSM RIW

At University level, the winners will be chosen by a team of ten judges appointed by the Deputy Vice Chancellor - Research. Six out of the ten judges will be appointed from outstanding researchers and innovators at UDSM and four from outside the university. The judges from outside UDSM will be chosen from civil society organizations, trade unions, private sector and national research organizations. Judging at Unit level will be conducted by teams of judges appointed by the Deputy Vice Chancellor - Research from various disciplines within the university. At least two judges from different disciplines will form a team which will be assigned to assess randomly selected researchers/research groups/innovators in order to avoid bias during judgement.

5.1 Preparations for the UDSM RIW

The theme for a RIW will be announced during the first week of January every year. Calls for entries will be made immediately after the theme has been announced. The Directorate of Research and Publication will coordinate all activities related to RIW both at unit and university level. The Standing Organizing Committee (SOC) consisting of 35 members is appointed by the Deputy Vice Chancellor -Research for making all necessary arrangements to ensure smooth execution of the event. This will involve holding meetings with coordinators of research from schools/colleges/institutes to plan activities at both unit and university levels. The following checklist will be considered during preparations of the RIW:

5.1.1 *Publicity*

In order to enhance linking of the research and innovation to entrepreneurs and other potential users of research outputs, the event will be more widely publicized to the public using the UDSM website, internal memos, newspapers, radio & TV, UDASA group emails and Social Media (Facebook, Twitter, WhatsApp etc.), and given enough time for the preparation. In addition, editors from different mass media houses will be given a special tour of the exhibition for more publicity of the events.

5.1.2 *Private Sector*

The private sector including companies and industries play a significant role in socio-economic development of Tanzania. Thus, the private sector through Tanzania Private Sector Foundation (TPSF) will be invited and given a special tour. This is one of the strategies of linking the University with the industry for

meaningful collaboration and visibility.

5.1.3 RIW Venues

Early booking of venues should be done in order to avoid conflicts and/or collision with other activities which can distract research and innovation week activities. Symposium, SPD and exhibition days will be separated to give participants ample time for both. Closely related projects, even from different departments, will be encouraged to exhibit together. All exhibits shall be presented outside where they can be easily seen by participants. In cases where that are not feasible, (e.g. heavy machinery, operating fixed units, etc.), leading signs will be provided.

5.1.4 Assessment

Judges will be appointed at least a month before the research and innovation week event and contacted to confirm their availability and readiness for the task. The assessment criteria will be made known to researchers/exhibitors and judges well in advance in order to help both parties to prepare accordingly and have common basis of assessment. To encourage participation of undergraduate students, assessment criteria for their exhibitions will be applied considering the nature of their work (short duration, little or no funding, research knowledge level, etc.). Criteria for assessing publications will be applied considering relevant factors (pertinent to publications; e.g. originality, type and credibility of journal, contribution to knowledge, etc.) and avoid irrelevant factors such as “efficiency and effectiveness” and “up-scalability”.

The number of exhibition projects for each Unit will be declared (made known) to Secretariat well in advance (in good time) to enable the Secretariat make corresponding arrangements, such as space allocation and deploying sufficient judges to complete the task in scheduled time (some units are relatively large and have many projects so they deserve special consideration).

5.2 Organisation of the UDSM RIW

The RIW will run for three consecutive days. The first two days will be for assessments while the third day will be for compilation of the results and final judgement. Different activities to be taking place are listed below:

Day One: *Inauguration Ceremonies and Exhibitions*

The Vice Chancellor and Deputy Vice Chancellor – Research and Guest of Honour will deliver remarks to welcome staff, students and community partners who will be involved in the research and innovation week celebrations. Exhibitions and assessment of research projects and public services will commence on this day.

Day Two: *Engaging Staff, Students and External Stakeholders in Showcasing Research, Innovation and Outreach (Public Services) Activities*

The day will be colored with presentations by eminent researchers, key funding partners, and government representative on areas such as research strengths and priorities, future research at UDSM and the national research agenda. Panel discussions, networking sessions and exhibition of research activities should colour this event. Students will engage with staff to expose them to research and scholarly activities that are taking place in the colleges/schools/institutes. The importance of students initiating interaction with researchers to open doors for research opportunities will be the highlight of these sessions.

Day Three: *Awarding of Winners*

The Vice Chancellor and Deputy Vice Chancellor – Research and Guest of Honour will deliver remarks to staff, students and community partners who were involved in the research and innovation week celebrations. Winners of the RIW will be announced and awarded during the closing ceremony.

APPENDICES: ASSESSMENT TEMPLATES FOR VARIOUS CONTESTING CATEGORIES

The appendices comprise of templates designed for assessment of the following categories;

Category 1: Best Multidisciplinary Impact Research Group Project of the Year

Category 2: Units/Departments which have excelled in attracting Large amount of Research Funds

Category 3: Units/Departments which have excelled in attracting Large amount of Innovation Funds

Category 4: Researchers who have attracted large Research Funds (to use Category 2 Assessment Criteria)

Category 5: Best Impact Researcher of the Year

Category 6: Best Impact Innovator of the Year

Category 7: Best Postgraduate Innovation Project

Category 8: Project Best Undergraduate Innovation

Category 9: Best Outreach Project of the Year

NB1. For a certain category item judged by more than one judges, an average score is considered depending on the number of judges.

NB2. To get the final result; for a certain category item average scores are arranged from Maximum to Minimum in order to get First, Second and Third contestants.

University of Dar es Salaam



Research and Innovation Week University Level Exhibitions 2023

Category 1: Best Multidisciplinary Impact Research Group Project

A. Administration

1.	Exhibition Reference	Judge #							
2.	College/School /Institute				Department				
3.	Project Title								
4.	Sponsor								
5.	Funding [TZS]	Phase #1		Phase #2		Phase #3		Total	
6.	Principal Investigator				Institution				
7.	Co-Researchers	1.		2.		3.			
8.	Researcher's Affiliation								

B. Assessment Matrix

Sn.	Criteria	Weight [W]	Point [P] %	Score [P*W]
1.	Impacts of research on social-economic development including tangible/measurable outputs	0.30		
2.	Contribution to training at UDSM e.g. inclusion of the knowledge, skills and technology in UDSM's programs/course, and postgraduate student research topics	0.15		
3.	Dissemination or mainstreaming	0.25		

	of the knowledge, skills and technology in the society etc.			
4.	Environmental sustainability: conservation, development, enhancement and/or restoration.	0.15		
5.	Extent or coverage of utilization, application and/or replication: Local, regional, international	0.15		
	Total	1.00		

C. Scoring Levels

Level	Score
Excellent	90 - 100
Good	60 - 89
Average	40 - 59
Poor	20 - 39
Bad	0 - 19

Name of Judge:.....

University of Dar es Salaam



Research and Innovation Week University Level Exhibitions 2023

Category 2: Units/Departments/Groups which have attracted Large Amount of Research Funds

A. Administration

1.	Exhibition Reference	Judge #							
2.	College/School /Institute				Department				
3.	Project Title								
4.	Sponsor								
5.	Funding [TZS]	Phase #1		Phase #2		Phase #3		Total	
6.	Principal Investigator				Institution				
7.	Co-Researchers	1.		2.		3.			
8.	Researchers' Affiliation	1.		2.		3.			

B. Assessment Matrix

Sn.	Criteria	Weight [W]	Point [P] %	Score [P*W]
1.	Application/utilization of the research by the community/society	0.3		
2.	Amount of funds spent training staff on research	0.15		
3.	Amount of funds spent on research equipment/materials	0.05		
4.	Amount of funds spent on research infrastructure	0.05		

5	Amount of funds spent on dissemination of research results to the society	0.15		
6.	Amount of funds contribution for institutional fees	0.05		
7.	Involvement of junior staff to use the funds for research	0.10		
8.	Intra/inter institutional collaboration on research	0.10		
9.	Amount of funds attracted for research	0.05		
	Total	1.00		

C. Scoring Levels

Level	Score
Excellent	90 - 100
Good	60 - 89
Average	40 - 59
Poor	20 - 39
Bad	0 - 19

Name of Judge:.....

University of Dar es Salaam



Research and Innovation Week University Level Exhibitions 2023

Category 3: Units/Departments/Groups which have attracted Large Amount of Innovation Funds

A. Administration

1.	Exhibition Reference	Judge #							
2.	College/School /Institute				Department				
3.	Project Title								
4.	Sponsor								
5.	Funding [TZS]	Phase #1		Phase #2		Phase #3		Total	
6.	Principal Innovator				Institution				
7.	Co-innovators	1.		2.		3.			
8.	Innovators' Affiliation	1.		2.		3.			

B. Assessment Matrix

Sn.	Criteria	Weight [W]	Point [P] %	Score [P*W]
1.	Application/ utilization of innovation by community	0.3		
2.	Amount of funds spent training staff on innovation	0.15		
3.	Amount of funds spent on innovative equipment/materials	0.05		
4.	Amount of funds spent on innovative infrastructure	0.05		
5.	Amount of funds spent for dissemination of the innovative results to the society	0.15		
6.	Amount of funds contributed on institutional fees	0.05		

7.	Involvement of junior staff to use the funds for innovation	0.10		
8.	Intra/inter institutional collaboration on innovation	0.10		
9.	Amount of funds attractive for innovation	0.05		
	Total	1.00		

C. Scoring Levels

Level	Score
Excellent	90 - 100
Good	60 - 89
Average	40 - 59
Poor	20 - 39
Bad	0 - 19

Name of Judge:.....

University of Dar es Salaam



Research and Innovation Week University Level Exhibitions 2023

Category 4: Researcher(s) who have attracted Large Amount Research Funds

A. Administration

1.	Exhibition Reference	Judge #						
2.	College/School /Institute				Department			
3.	Project Title							
4.	Sponsor							
5.	Funding [TZS]	Phase #1		Phase #2		Phase #3		Total
6.	Principal Investigator				Institution			
7.	Co-Researchers	1.		2.		3.		
8.	Researchers Affiliation	1.		2.		3.		

B. Assessment Matrix

Sn.	Criteria	Weight [W]	Point [P] %	Score [P*W]
1.	Application/utilization of the unit/Departmental results generated by the community	0.3		
2.	Amount of funds spent on training to staff	0.15		
3.	Amount of funds spent on unit/Departmental equipment/materials	0.05		
4.	Amount of funds spent on unit/Departmental infrastructure	0.05		
5.	Amount of funds spent for dissemination of results (Conferences, Publications etc.)	0.15		
6.	Amount of funds contributed for institutional fees	0.05		

7.	Involvement of junior staff to access unit/Departmental funds	0.10		
8.	Intra/inter institutional collaboration to the acquire the funds	0.10		
9.	Amount of funds attracted	0.05		
	Total	1.00		

C. Scoring Levels

Level	Score
Excellent	90 - 100
Good	60 - 89
Average	40 - 59
Poor	20 - 39
Bad	0 - 19

Name of Judge:.....

University of Dar es Salaam



Research and Innovation Week University Level Exhibitions 2023

Category 5: Recognition of Best Impact Researcher of the Year

A. Administration

1.	Exhibition Reference	Judge #			
2.	College/School /Institute		Department		
3.	Name of the Researcher		Current Institution		
4.	Researcher's Affiliation				

B. Assessment Matrix

Sn.	Criteria	Weight [W]	Point [P] %	Score [P*W]
1.	Contribution to the livelihood of the local and /or international community	0.15		
2.	Contribution in advancement of his/her field of specialization (e.g. based on the number of original scholarly articles, books, patents etc.)	0.10		
3.	The extent in which his/her discoveries/innovation/ knowledge is utilized nationally and /or internationally by being visible in google scholar and other scholarly websites	0.20		
4.	Contribution to the institution (funds, infrastructure, training, research equipment etc.)	0.10		

5.	Membership in distinguished organizations in the field of researcher	0.05		
6.	Number of major national/international prizes or awards received for outstanding achievements based on research	0.15		
7.	Membership by nominations in associations in the fields which demand outstanding research achievement of their members	0.05		
8.	Evidence of usage of published materials written by the researcher such as cumulative number of citations, H-index etc.	0.10		
9.	Total number of publications with impact to the society per annum to be not less than three (3) . The nominee should be a corresponding/first author at least in one of the publications.	0.10		
	Total	1.00		

C. Scoring Levels

Level	Score
Excellent	90 - 100
Good	60 - 89
Average	40 - 59
Poor	20 - 39
Bad	0 - 19

Name of Judge:.....

University of Dar es Salaam



Research and Innovation Week University Level Exhibitions 2023

Category 6: Best Impact Innovator of the Year

A. Administration

1.	Exhibition Reference	Judge #							
2.	College/School /Institute		Department						
3.	Title of the Innovation								
4.	Sponsor								
5.	Funding [TZS]	Phase #1		Phase #2		Phase #3		Total	
6.	Name of the Innovator (s)				Current Institution				
7.	Innovator's Affiliation								

CRITERIA	INNOVATION SCORECARD (Marks 0-20 from left to right)					AWARDED SCORE
	0	5	10	15	20	
DEMAND DRIVEN/USABLE and SUSTAINABLE <ul style="list-style-type: none"> Addresses a societal challenge, demand Aligned to the problem/challenge/demand Offers opportunity to create meaningful jobs Has potential for continuity 	Not demand driven/usable, sustainable or actionable	Somewhat demand driven/usable, but not sustainable or actionable	Somewhat aligned, usable and sustainable but not actionable	Aligned innovation that is likely to be usable, sustainable and actionable	Fully aligned innovation that is usable, sustainable and actionable	
FEASIBLE <ul style="list-style-type: none"> It is implementable Has a viable plan and pathway to market adoption Has a market plan (customer engagement, pilot plan) Is supported by credible team, proposed partners and supply chain 	Major issues with viability, readiness, and team/partner credibility	Major issues with viability or readiness or team/partner credibility	Minor issues with viability or readiness and team/partner credibility	Minor issues with viability or readiness or team/partner credibility	Completely feasible concept/innovation with credible team and partners	
POTENTIALLY PROFITABLE <ul style="list-style-type: none"> Offers an in-demand product/service to the marketplace where there is a need evidenced by willingness to pay (creates value in financial terms) Has commercially viable plan (can generate income, sustainable model) and evidence to have already established commercialization by a staff; spin-off/start-up; and partnership for licencing of commercializable process, product or service Innovation designed to have value for money 	Unlikely to result in value with little or no willingness to pay	Limited potential for value creation and market demand	Indicated Willingness to pay but insufficient to generate sustainable profit over time	Market demand with indicated willingness to pay but not directly tied to impact	Significant market demand with willingness to pay directly tied to impact	
TRANSFORMATIONAL <ul style="list-style-type: none"> Re-sparks entrepreneurial imagination/opportunities for the community Unique employment model that transforms opportunities Innovation or business model that delivers transformation/ change Engages various value chains for systematic change 	No new opportunities or innovation	Incremental/ improvement in opportunities	Improvement in opportunities, but limited systematic change	Solution is innovative and impacts various value chains	Transformational, game changing solution that changes the sector	
SCALABLE <ul style="list-style-type: none"> Pathway to meaningful job creation for the youth Employs a business and operations model that is sustainable at scale Has characteristics that can be replicated across markets Addresses barriers to entry into market (capital, knowledge, competition) 	No credible plan, no awareness of barriers to growth	Vague plan to scale and limited grasp of barriers to growth	Somewhat clear, but does not address barriers to growth	Realistic plan, but may have limited reach at scale	Validated plan, and clear incentives for growth and scale	
TOTAL SCORE						

C. Scoring Levels

Level	Score
Excellent	90 - 100
Good	60 - 89
Average	40 - 59
Poor	20 - 39
Bad	0 - 19

Name of Judge:.....

University of Dar es Salaam



Research and Innovation Week University Level Exhibitions 2023

Category 7: Best Postgraduate Innovation Project

A. Administration

1.	Exhibition Reference	Judge #							
2.	College/School /Institute				Department				
3.	Project Title								
4.	Sponsor								
5.	Funding [TZS]	Phase #1		Phase #2		Phase #3		Total	
6.	Student's Name				Institution				
7.	Name of Supervisor(s)	1.		2.		3.			
8.	Supervisors' Affiliation	1.		2.		3.			

B. Assessment Matrix

Sn.	Criteria	Weight [W]	Point [P] %	Score [P*W]
1.	Scientific content	0.15		
2.	Clarity of the innovative product/processes or service to offer an in-demand	0.05		
3.	Material Methods/Design	0.20		
4.	Demonstration of entrepreneurial imagination/opportunities for the community	0.15		
5.	Novelty or contribution to knowledge	0.10		
6.	Potential for Commercialization/Social/Political applicability	0.10		
7.	Relevance/Significance of the project	0.10		

8.	Number of publications or manuscripts under preparation of potential publications	0.05		
9.	Originality of the innovation product, processes or services	0.10		
	Total	1.00		

C. Scoring Levels

Level	Score
Excellent	90 - 100
Good	60 - 89
Average	40 - 59
Poor	20 - 39
Bad	0 - 19

Name of Judge:.....

University of Dar es Salaam



Research and Innovation Week University Level Exhibitions 2023 Category 8: Best Undergraduate Innovation Project

A. Administration

1.	Exhibition Reference	Judge #							
2.	College/School /Institute				Department				
3.	Project Title								
4.	Sponsor								
5.	Funding [TZS]	Phase #1		Phase #2		Phase #3		Total	
6.	Student's Name				Institution				
7.	Team Members	1.			2.			3.	
8.	Supervisors' Name &Affiliation								

B. Assessment Matrix

Sn.	Criteria	Weight [W]	Point [P] %	Score [P*W]
1.	Quality of the Abstract			
	i. Introduction	0.025		
	ii. Material and Methods	0.025		
	iii. Results	0.025		

	iv. Conclusion	0.025		
2.	Scientific Content	0.25		
3.	Material and Methods/Design	0.20		
4.	Clarity of Discussion and Conclusion	0.10		
5.	Novelty or new contribution to knowledge	0.10		
6.	Potential for social/environmental/political/economic impact and commercialization in the society	0.10		
7.	Originality of innovation product/processes/service	0.15		
	Total	1.00		

C. Scoring Levels

Level	Score
Excellent	90 - 100
Good	60 - 89
Average	40 - 59
Poor	20 - 39
Bad	0 - 19

Name of Judge:.....

University of Dar es Salaam



Research and Innovation Week University Level Exhibitions 2023

Category 9: Best Outreach Project

A. Administration

1.	Exhibition Reference	Judge #							
2.	College/School /Institute				Department				
3.	Project/ Service Title								
4.	Client								
5.	Funding [TZS]	Phase #1		Phase #2		Phase #3		Total	
6.	Lead Consultant/ Team Leader				Institution				
7.	Team Member(s)/Co -Consultants	1.		2.		3.			
8.	Consultant's Affiliation								

B. Assessment Matrix

Sn.	Criteria	Weight [W]	Point [P] %	Score [P*W]
1.	Contribution towards change (best practice, policy, behaviour, perceptions)	0.20		
2.	Scope of the outreach (number of people reached out and geographical coverage)	0.10		

3.	Contribution of the outreach activity(ies) towards recognition of the University (reports that have been translated to publications	0.10		
4.	Preserving and/or disseminating knowledge.	0.10		
5.	Demonstration of value and impact of outreach activity(ies) to the society	0.15		
6.	Improving diversity/ inclusion/ cross-cultural understanding/environmental conservation	0.15		
7.	Innovativeness of the outreach activity(ies) for delivering the impact	0.10		
8.	Collaboration across boundaries/ disciplines/ community involvement	0.05		
9.	Impactful role and engagement of actors and stakeholders involved	0.05		
	Total	1.00		

C. Scoring Levels

Level	Score
Excellent	90 - 100
Good	60 - 89
Average	40 - 59
Poor	20 - 39
Bad	0 - 19

Name of Judge:.....