**Application form**

**Entrepreneurship**

**”Study trip” – autumn 2017**

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| **1** | | Formal requirements |
|  | | The Danish Foundation for Entrepreneurship supports international study trips that contribute to strengthening the competences within entrepreneurship teaching and that enable higher education institutions to gain knowledge, ideas and network abroad.  In the autumn application round funds can be sought for both study trips for teachers that focus on co-curricular programmes and study trips for teachers that focus on entrepreneurship in general.  You can apply for funding for study trips for staff employed at any of the higher education institutions **(universities, university colleges, business academies, maritime and art colleges)**.  **Formal requirements:**   * It is important that in the application your educational institution collects minimum 5 colleagues internally, preferably from management as well as supervisor and teacher levels. * Moreover, in the application you must invite minimum 5 external persons, with whom you are already collaborating and with whom you would like to develop a mutual sharing of knowledge, or 5 persons with whom you would like to establish a collaboration (e.g. committee members, business representatives, municipal / ministerial staff etc.). * The funding must be used primarily for expenses related with teachers, management and tutors who are affiliated with the institution that applies. Secondarily, the funding can be used for covering expenses for external partners participating in the study trip. * Max funding per study trip is 75,000 DKK. * The Danish Foundation for Entrepreneurship requires co-financing, so that the funding from the Foundation will constitute max. 50% of the total project costs. * Please upload budget as well as your own co-financing agreement and agreement from any other financial partners * The allocation of funds presupposes our acceptance of the concluding evaluation of the project. * The funding can NOT be used for study trips for students.   Upload the application through the [online application form](http://www.ffe-ye.dk/fondsmidler/projektstoette/online-ansoegningsformular) along with budget and other relevant material. |
| **2** | Title (must agree with the title stated in the online application form) | |
|  | * *Title of study trip for teachers*    T | |
| **3** | Purpose | |
|  | * *Short description of the focus area for the study trip as well as destination/place (max. 10 lines). The focus areas can be e.g. within management, strategy, teaching methods, teaching goals and framework, student experiences, business cases.* | |
| **4** | **Content** | |
|  | * *Describe programme and content, e.g. themes, learning goals, teaching methods, cases.* | |
| **5** | **Inclusion and embedding** | |
|  | * *How is the knowledge and experience gained on the study trip included and embedded in the work at the institution for the benefit of students as well as of other teachers and management.* * *Considerations about the future collaboration between your institution and the institution that was the destination of the study trip.* | |
| **6** | **Internal correlation and continuity** | |
|  | * *Is the project a continuation of earlier projects at the educational institution?  If yes, which one(s)?*      * *Does this project correlate with other innovation and entrepreneurship initiatives at the educational institution? If yes, which one(s)?*      * *Is this project part of an overall strategy implementation at the educational institution?  If yes, which?* | |
| **7** | **Time plan** | |
| **8** | * *Expected start date and end date of the study trip.* | |
| **8** | **Participants** | |
|  | * *Explain the profiles of the participants and what you expect them to contribute:* * *Internal (min. 5 internal persons, who can be managers, supervisors and teachers).* * *External (min. 5 external persons, with whom you already collaborate and with whom you would like to develop a mutual sharing of knowledge, or persons with whom you would like to establish a collaboration).* | |
| **9** | **Dissemination** | |
|  | * *How will you disseminate knowledge and experience from the study trip?* | |
| **10** | **Economy** | |
|  | ***Remember to upload budget – find the Study trip budget form here:***  <http://eng.ffe-ye.dk/funds/project-funds/current-tender/higher-educations> | |