**Application form**

**Entrepreneurship**

**”Study trip” – Spring 2020**

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| **1** | Formal requirements |
|  | The Danish Foundation for Entrepreneurship supports international study trips that contribute to strengthening the competences in entrepreneurship teaching and that enable higher education institutions to gain knowledge, ideas and network abroad. In the spring application round, funds can be sought for both study trips for instructors that focus on co-curricular programmes and study trips for instructors 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 institutions and art colleges)**.**Formal requirements:*** It is important that your educational institution collects minimum 5 colleagues internally for the application, 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 instructors, 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.
* Upload budget as well as your own co-financing commitment and any other financial partners’ commitment.
* 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/soeg-stoette/online-ansoegningsformular) along with budget and other relevant material. |
| **2** | Title (Remember! Use the same title as in the electronical form) |
|  | * *Title of study trip for instructors*

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| **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.*

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| **4** | **Content**  |
|  | * *Describe programme and content, e.g. themes, learning goals, teaching methods, cases.*

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| **5** | **Embedment** |
|  | * *How is the knowledge and experience gained on the study trip embedded/incorporated in the work at the institution for the benefit of students as well as of other instructors and management.*
* *Considerations about the future collaboration between your institution and the institution that was the destination of the study trip.*

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| **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?*

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| **7** | **Timeplan** |
| **8** | * *Expected start date and end date of the study trip.*

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| **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 instructors).*
* *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).*

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| **9** | **Dissemination** |
|  | * *How will you disseminate knowledge and experience from the study trip?*

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| **10** | **Economy** |
|  | ***Remember to upload budget – find the Study trip budget form at www.ffe-ye.dk*** |