BUDGET FORM

HAND-IN AUGUST 23rd

Proposed budget for investigation (1-2 pages)

Please specify the estimated amount of money allocated within the following categories and justify its use for the proposed project / investigation. If necessary, add additional rows.

The estimated amount of money should be stated in total for the entire project period.

|  |  |  |
| --- | --- | --- |
| Category | Estimated  amount in DKK | Purpose / Justification |
| Travel  (e.g., airfare, train) |  |  |
| Insurance  (travel and accidental insurance) |  |  |
| Establishment  (e.g., furniture, books, bicycle) |  |  |
| Tuition fees  (e.g., courses, workshops, conferences) |  |  |
| Lodging  (e.g., rent, hotel stays) |  |  |
| Living expenses  (e.g., meals, mobile/digital subscription, transportation) |  |  |
| Supplies/project expenses  (e.g., design/ workshop materials, study trips on site) |  |  |
| Other (please specify) |  |  |
| **Total** |  | (Leave blank) |

COMMUNICATION PLAN

HAND-IN AUGUST 23rd

Proposed plan for disseminating your project and investigations (max. ½ page)

Please provide initial ideas to how you will communicate your project from the beginning to the end of your investigations in terms of its initial scope and aim, its progression, and its final output.

You will also communicate your findings and process back to the Universal Design Hub after you return home, but here you only explain your proposed communication of your findings and experiences while you are away.

Consider what type of communication formats suit your project and investigations best (e.g., text, visuals, video, sound, blog etc.) – this may differ between the different phases of your project.

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