

FINAL SUBMISSION – LECTURERS

HAND-IN AUGUST 16TH 2027

PROJECT OUTLINE

PROJECT TITLE

Write the title of your project. Use one short sentence.

ABSTRACT

Write a short summary of your project. Use no more than 10 sentences.

PROBLEM STATEMENT

Write the question you want to investigate. Use 1–2 sentences.

PROJECT DESCRIPTION

Describe your project in 5 - 6 pages. You must write about what you want to investigate, how you plan to do it, and why your project is important. Write so that readers from other fields can understand your project.

WHAT (one page)

Describe one or more aspects of Universal Design that you want to learn more about during your exchange visit. Explain how this knowledge will strengthen your teaching and curriculum development. Explain how your project helps create a more inclusive society for everyone in Denmark

HOW (1 ½ page)

Describe your plan and timeline for the exchange visit. Include a clear overview of your activities. Write about the academic places, facilities, and people you want to involve. Explain why this environment is ideal for your studies, including how your investigation relates to the research and researchers at the host institution.

WHY (one page)

Describe what professionally motivates you to carry out this investigation. Your answer must also include:

- *How your exchange visit will improve teaching practices, policies or subjects in a Danish context*
- *How your investigation uses inclusive approaches to people and explores Universal Design as a value-based design principle*
- *How your exchange visit will strengthen your teaching and curriculum development in Universal Design*
- *The expected impact at your home institution*

UNIVERSAL DESIGN APPROACH (5–10 sentences)

Describe how you will include universal design in your project.

NEW KNOWLEDGE ON UNIVERSAL DESIGN (5–10 sentences)

Describe what new knowledge you expect to find on Universal Design.

SCALABILITY (max ½ page)

Describe how you would change your project if you received a travel grant of 30.000 DKK. Consider:

- *How long your project would last*
- *Other locations or collaborators you could involve*
- *How much or what type of data you could collect*
- *What methods you could use*
- *What impact your project could have*

FREE TEXT (5-10 sentences)

Describe what personally motivates you to carry out this investigation.

REFERENCES (1 - 2 text pages)

List your references. References can be literature, cases or other sources.

ILLUSTRATIVE MATERIAL (OPTIONAL) (1 - 4 pieces)

You can include illustrative material in your project proposal. This is not mandatory. Illustrative material can be drawings, figures, models, tables or photos. You can use your own or existing material. This material must support your descriptions of what you want to investigate, how you plan to do it, and why your project is important.

APPENDICES – ONE SEPARATE UPLOAD

In addition to this form, you must upload your appendices as one combined PDF file. The file must include:

- Appendix 1: Invitation and agreement (1–5 pages)
Attach one or more letters from your collaborators and host institution. The letter must show that they agree to the plans you have described in your project.
- Appendix 2: Budget and communication plan
Fill out the form "Appendix to final submission 2026. Budget and communication plan." The form includes two parts:
 - Budget (1–2 pages)
 - Communications plan (½ page)

Format Requirements:

Use the form above to write your project proposal. The form is A4, 1.5-line spacing, 10-point font, and 2.54 cm margins, and has page numbers.

- Use headings and/or bullet points to organize and convey key elements
- Save your file as a PDF
- Do not include links to external websites.

Note on copyright:

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