

**HOW TO:**

**APPLY FOR  
AND REPORT A  
TRACE**

**SUMMER SESSION 2020**



**NORDIC  
SUMMER UNIVERSITY**

**2020**

# **NORDIC SUMMER SESSION**

**TRACES**



# GENERAL CRITERIA

- sharable and open to all during the Summer Session time-frame.
- an “Invitation” with a picture and a short description of the trace is shared with the general audience before the Summer Session starts (200-500 words),
- needs to be related to the circle's theme (to be decided by coordinators)
- fits to NSU's overall goals, aims and vision
- the main language is English or a Scandinavian or Baltic language
- the producer/maker of the Trace is a members of NSU (i.e. pays the membership fee) and that he or she participates in the democratic forums of the NSU (for example by becoming a delegate during the General Assembly)
  - traces can be produced by a single individual or group of participants.
- the producer provides a brief report of the Trace (the forms for this end is provided in the following page).

# TRACES

## WHAT IS NEEDED FOR A TRACE TO BE ACCEPTED

Name of producers:	(provide contact information)

Short description and invitation to the trace (max 250 words):	
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<b>Basic Information:</b>	
When will it happen?	
Where will it happen?	
What do people need to participate?	
How will you share it?	
Honorarium amount: (in DKK)	

Please submit this **form** and **one image (.jpeg)** to accompany it to your circle coordinators, at least one month before the summer session (deadline: 31<sup>st</sup> of June, 2020)

# TRACES

## THE FINAL REPORT

Name of producers:	Estimate the in-kind voluntary hours you spent to prepare, produce and/or host this trace
Basic Information on participants:	
<b>How many participants?</b>	
Male	
Female	
Other	
<b>How many from Nordic countries?</b>	
Which countries?	
<b>How many from Baltic countries?</b>	
Which countries?	
<b>How many from other countries?</b>	
Which countries?	

Self-evaluation:	
Which methods of public dissemination were used to promote this trace?	
Outcome (please provide details of any publications, events, groups or plans that emerged as a result)	
Link to where one can find information on the trace	

The form should be submitted together with the honorarium form to the circle coordinators. Deadline: 31<sup>st</sup> of August, 2020.

The Honorarium Forms can be found here: