

Guidelines for financial support from Otto Mønsted Foundation (OMF) for conference participation and research stays abroad

Dear All,

Please find below the AAU internal process in connection with applying for and receiving OMF grants.

You may find OMF information and the application form here:

<http://www.omfonden.dk/ansoegningsskemaapplication/?altTemplate=websiteuk>

The OMF grant comes with a requirement for a minimum of 50% co-financing by the institution. In our case this means section basic funds (our financing cannot be covered by other external funds available, e.g. project funds). This needs to be taken into account when you consider whether to apply for OMF grant or not. As the co-financing is taken from the section's basic funds, the application must be cleared with the Head of Section.

Guidelines regarding how to receive financial support for conference participation and research stays abroad from all foundations

If you apply and receive funds from foundations, the funds must be transferred to AAU's bank account and not to the applicant's personal bank account.

Internal AAU rules require registration of project account for all grants received at the amount of DKK 10.000 and up.

AAU bank details can be found here: <http://www.okonomi.aau.dk/>

In order to comply with AAU internal rules, please make sure to contact your financial officer in the process as he/she needs a grant letter to be able to open a project account.

If in doubt, please do not hesitate to ask your financial officer.