

**EUROPEAN LATIN AMERICAN NETWORK IN SUPPORT OF SOCIAL ENTREPRENEURS**

You are asked to participate in the study ASSESSMENT OF THE NEEDS OF SOCIAL ENTREPRENEURS AND THE CAPACITIES OF UNIVERSITIES IN SUPPORT OF SOCIAL ENTREPRENEURSHIP. Your participation is voluntary: you are not obliged to take part and if you refuse, this will have no (negative) consequences for you. Take enough time to decide whether or not you want to participate. You can also ask the researcher questions at any time if something is not clear. You can stop your participation at any time (in writing or orally) and you do not have to give a reason for doing so.

Below you can find more information about the study and how it will proceed. If you would like additional information, you can always contact the researcher or his/her supervisor.

Contact details

Nikolay Dentchev (project coordinator)  
BUSI / VUB Chair of Social Entrepreneurship  
Vrije Universiteit Brussel (VUB)

Andrea Samaniego D. (PhD student)  
BUSI  
Vrije Universiteit Brussel (VUB)

E-mail: Nikolay.Dentchev@vub.be  
Telephone number: +32 477 91 71 21

E-mail: andrea.gabriela.samaniego.diaz@vub.be  
Telephone number: +593 987 153 111

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**1. Purpose of the study (Master thesis/PhD/publication)**

This study is part of the project “European Latin American Network in support of social entrepreneurs – ELANET” cofounded by Erasmus+ in the field of “Capacity building in the field of higher education”. This project is represented by a network of European and Latin American universities and institutes and led by a VUB team. The purpose of this multi-national study is to explore the needs and challenges faced by social entrepreneurs and the role of universities in supporting them.

**2. Who can participate**

- Social entrepreneurs, described as individuals who make significant contributions to their community and society, adapting business models to offer creative solutions to complex and persistent social problems.
- Vulnerable entrepreneurs who are in a situation of socio-economic vulnerability including: living in marginalized geographic areas or poverty strips, experiencing difficulty in accessing to a job.
- University representatives, participating or not as part of an ELANET project team, knowledgeable of the university's policies aimed at supporting entrepreneurship initiatives.
- Faculty members, from various academic units, participating in social entrepreneurship projects or other related initiatives.
- Undergraduate or graduate faculty members teaching courses at the undergraduate or graduate level related to the entrepreneurship discipline.
- Undergraduate and graduate students who have taken an entrepreneurship course or who are developing research studies on the social entrepreneurship domain or projects aimed at giving support to local communities in their entrepreneurial initiatives.

**3. Practical conduct of the study and the questionnaire**

This study does not rely on audio or video recordings. It is completely based on anonymous answers gathered via Qualtrics.

#### 4. Possible risks and inconveniences

The questionnaire aims at identifying the needs and challenges faced by social entrepreneurs. This means that it could include questions regarding some personal experiences that could be perceived as intrusive and uncomfortable to answer by the respondent. We remind you that, this study is completely anonymous so that the answers will be considered in aggregate terms. This means that each respondent cannot be individually identified.

#### 5. Possible benefits

Participation in this study could represent a satisfying experience for the participant in terms of sharing their perspective as an entrepreneur or a university member in support of social entrepreneurship. Additionally, participants may gain satisfaction in knowing they are contributing to the research on social entrepreneurship and therefore possible means of enhancing the supporting ecosystem in this field.

#### 6. Privacy and confidentiality

First of all, you should know that, as a researcher, I have a **duty of confidentiality** with regard to the data collected. This means that I undertake, for example in the context of a publication or a conference, never to reveal your name or any other data that could identify you. Nor will individual results ever be published.

Secondly, in the course of this investigation personal data will be collected about/from you. The collection and processing of your data is possible because I carry out scientific research and I receive your **express consent**.

The collection and processing of data is in accordance with the legal principles imposed by the new European **General Data Protection Regulation** (GDPR or AVG), which has been in force since 25 May 2018. I, Nikolay Dentchev, supervise the correct processing of your personal data and the associated information obligation.

This obligation to provide information means that I have to inform you about it:

- a. What **personal data** I collect from/about you, in particular: the IP address, gender, financial situation and your answers to the questions regarding your necessities, perceptions of capabilities and support received as an entrepreneur.

In addition to the ordinary personal data, no other 'special categories' (Art. 9 & 10 GDPR ) of personal data will be collected.

- b. That the VUB (Vrije Universiteit Brussel, Pleinlaan 2, 1050 Brussel, KBO 449.012.406) acts as controller of your data.
- c. That the data are collected and processed for the purpose of the aforementioned study. In accordance with the relevant legislation, data collected as part of the study will be retained for 5 years.

- d. That we may only use your personal data for scientific purposes.
- e. That the data will be anonymized so that, from that point on, access to individual responses may be hindered. If you have any questions, please contact the researcher(s).
- f. You have the right to withdraw your consent to the processing of your data at any time. The withdrawal of consent does not affect the lawfulness of the processing of the data obtained prior to the withdrawal of consent.
- g. That your details will only be viewed by the researcher(s) appointed above and will not be shared with other institutions.

That your data will be shared with other Belgian/European institutions. Specifically, with: The University of National and World Economy (UNWE), Graz University, Libera Università degli Studi Maria Ss. Assunta di Roma (LUMSA), Koalect and Ashoka.

That your data will be shared with partners outside the European Union. Specifically, with: Escuela Superior Politécnica del Litoral (ESPOL), Universidad de Cuenca, Colegio de Estudios Superiores de Administración (CESA), Universidad Tecnológica Boliviana (UTB), Universidad del Norte (Uninorte), Universidad de la Sabana (Uni Sabana), Universidad del Magdalena (Uni Magdalena), Universidad de Piura (UDEP), Universidad Continental, Universidad Mayor de San Simon (UMSS) and Universidad Católica Boliviana Tarija (UCB Tarija). I, Nikolay Dentchev guarantee that an equal level of protection will apply as that imposed by the General Data Protection Regulation.

- h. Your data will be downloaded from Qualtrics and stored and secured in a Basecamp SharePoint in accordance with the guidelines of the VUB.
- i. If you wish to exercise your rights or if you have any further questions regarding your rights and the processing of your personal data, you can always contact the VUB **Data Protection Officer**: [dpo@vub.be](mailto:dpo@vub.be).
- j. That in order to guarantee your privacy the following protection measures will be taken:
  - The only identifiable data collected will be the IP address, which will be eliminated as soon as possible after the data collection.
  - Your data will only be stored on the Qualtrics database provided by VUB. This has strict access conditions and offers a high degree of protection. Your data is therefore never stored on the personal computer or on a USB stick (except when the data is encrypted on the USB stick) of the researcher(s) and is never forwarded by e-mail.
- k. Finally, you also have the right to **complain** about how your data is being handled. You can do this with the Belgian supervisory authority responsible for enforcing data protection legislation, in particular:

Gegevensbeschermingsautoriteit (GBA)  
Drukpersstraat 35

1000 Brussel  
Tel. +32 2 274 48 00  
e-mail: [contact@apd-gba.be](mailto:contact@apd-gba.be)  
Website: [www.gegevensbeschermingsautoriteit.be](http://www.gegevensbeschermingsautoriteit.be)

## 7. Statement by the Researcher

I, the undersigned Dentchev, Nikolay, researcher, declare that I have provided the required information about this study, as well as a copy of the information document to the participant.

I confirm that no pressure has been exerted on the participant to have him / her consent to participate in the study and I'm willing to answer any additional questions.

I confirm that I work in accordance with the ethical principles as stated in "The Code for Scientific Research in Belgium" and the ethical principles within my specific research discipline.

I confirm that I work in accordance with the legal obligations regarding the correct processing of personal data as stated in "General Data Protection Regulation (GDPR).

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Dentchev, Nikolay, July 1<sup>st</sup> , 2021

## Participant

***For my participation on the research on the assessment of the needs of social entrepreneurs and the capacities of universities in support of social entrepreneurship,***

I declare that I'm informed about the nature, purpose, duration, potential benefits and risks of the study and that I know what is expected of me.

I have had enough time to think and I have been able to ask all the questions that have come to mind and I have received a clear answer to my questions.

I understand that my participation in this study is voluntary and that I'm free to stop my participation in this study without having to give a reason.

I understand that during my participation personal data about me will be collected and that the researcher ensures the confidentiality of these data in accordance with the relevant Belgian and European privacy legislation (Cf. AVG or GDPR)

- I agree to the processing of my personal data in accordance with the modalities described in the "Privacy and confidentiality" section.
- I consent to the processing of my data for scientific purposes.

## INFORMATION AND CONSENT FORM

- I consent to the publication of the research results. My name will not be published, and the confidentiality of the data is guaranteed at every stage of the research.
- I consent to the processing of my data for scientific purposes.
- I consent to the sharing of my data with Belgian/European partners.
- I consent to the sharing of my data with non-European partners.
- I give permission to quote my answers if needed.

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I agree to participate in the study described and to the processing of my personal data.