

# STAND-ALONE PROJECT - FINAL REPORT

Project number

Project title

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Project leader

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Project website<sup>1</sup>

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**Part 1** of the project report is intended for interested members of the public; **parts 2-4** are addressed to reviewers and must be submitted in the language of the original application.

**Part 5** provides an opportunity to report to the FWF on interactions with the administration during the course of the project.

**The complete report must be submitted in hardcopy and on electronic medium (CD or floppy disc) in Word for Windows format.** Guidelines and forms for the final report can be downloaded from the FWF web site

(<http://www.fwf.ac.at/de/faq/einzelprojekte/evaluierung.html> )

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<sup>1</sup> Projects that started after 01.01.2009 are required to have a website

# 1. Summary for public relations work

The project's most important results (scientific advances) from the project leader's point of view should be presented on a single page (DIN A4, 11 pt type, line spacing 1.5) in a way that is accessible to the general public. It is important to use as few technical terms as possible, so that the text is interesting and understandable to people not familiar with the field. The main point should be placed at the start of the summary. Please keep descriptions of the issues addressed and results obtained short and succinct. Possible applications to or implications for social, cultural, ecological, medical, economic or technological areas should be briefly mentioned.

The summary should be submitted as hardcopy and also electronically both in **German** and in **English** (in Word for Windows format, without special symbols). The summaries will be made available via the FWF's project database. The FWF will not edit the summaries, so the authors bear full responsibility for the contents.

## 2. Brief project report

- **to be written in the language of the original application**
- target group: **peer reviewers**
- **Length:** not to exceed 16,000 characters in total  
(approx. 2,400 words or 4 pages, 11 pt type, single-spaced,  
**no attachments apart from those mentioned in section 4)**

### 2.1 Report on the scientific work

#### 2.1.1 information on the development of the research work (2000 characters excl. spaces)

- overall scientific concept and goals
- was there a change of direction in the field between the start and the end of the project? – If so, what form did the change take and what effect did it have on the work?

#### 2.1.2 most important results and brief description of their significance (main points) with regard to (8000 characters excl. spaces)

- contribution to the progress of the field (e.g. did the results contribute to an increased importance for the field and in what way?);
- breaking of new scientific ground (i.e. to what extent and in what respect?);
- most important development of hypotheses (what relevance did the project have for the development of scientific hypotheses, e.g. were new hypotheses developed or old hypotheses disproved?);
- development of new methods;
- relevance for other (related) areas of science (transdisciplinary issues and methods).

#### 2.1.3 information on the running of the project, use of the available funding and where appropriate any changes to the original project plan relating to (2000 characters excl. spaces)

- duration;
- use of personnel;
- larger items of equipment purchased;
- other significant deviation<sup>2</sup>.

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<sup>2</sup> The assessment of what should be regarded as a “significant deviation” is the responsibility of the project leader. As a guideline, any deviation of more than 25% from the original financial plan or work schedule should be accounted for.

**2.2. Personnel development – importance of the project for the scientific careers of those involved (including the project leader)**

(2000 characters excl. spaces)

- brief comments on particular developments (perspectives)
- completed or anticipated special qualifications of project leader and/or any co-workers (whether funded by the FWF or not) as a result of the project.
- special possibilities opened up by the project (e.g. high-risk topics, intensification of transdisciplinary research etc.).
- importance (effect, success) of these new possibilities.
- effects of the project and of research performed in the framework of the project on the international reputation of the project leader and co-workers.
- establishment or intensification of international collaborations.

**2.3 effects of the project outside the scientific field**

(2000 characters excl. spaces)

- brief comments on particular developments (perspectives);
- organization of symposiums and conferences;
- did the project have any particular relevance for developments in teaching and if so, what (incorporation of project results in lectures, seminars etc.)?
- particular public relations activities for the general public
- did the project have particular relevance for other areas of society (cooperations with economy, effects on society, widespread impact, adult education etc.)?

### 3. Information on project participants

not funded by the FWF			funded by the FWF (project)		
co-workers	number	Person-months	co-workers	number	Person - months
non-scientific co-workers			non-scientific co-workers		
diploma students			diploma students		
PhD students			PhD students		
post-doctoral co-workers			post-doctoral co-workers		
co-workers with "Habilitation" (professorial qualifications)			co-workers with "Habilitation" (professorial qualifications)		
professors			professors		

## 4. Attachments

(lists may be as long as required)

### List 1

#### 1.a. scientific publications<sup>3</sup>

with an indication of the status (published, in press, submitted, in preparation)

**Open Access:** [http://www.fwf.ac.at/de/public\\_relations/oai/index.html](http://www.fwf.ac.at/de/public_relations/oai/index.html)

If the project could not follow the FWF Open Access Policy for some or for all publications (1.a.1 to 1.a.3) please list the reasons:

Publications may only be listed if they relate directly to the project. **Up to three of the most important publications** should be indicated (e.g. printed in bold letters). **Please note that publication costs may be requested (under the original project number) for up to three years following completion of a project.**

A common format for citations should be followed.

##### **1.a.1. Peer-reviewed publications (journals, contribution to anthologies, working papers, proceedings etc.)**

- 1)
  - 2)
- etc.

##### **1.a.2. Non peer-reviewed publications (journals, contribution to anthologies research reports, working papers, proceedings, etc.)**

- 1)
  - 2)
- etc.

##### **1.a.3. Stand-alone publications (monographies, anthologies)**

- 1)
  - 2)
- etc.

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<sup>3</sup> The publication list must mention for each work: all authors; full title; series/journal title; year; volume; and page numbers. Furthermore, if publications are freely available in the internet, please add the URL of the publication.

**1.b. publications for the general public and other publications**  
such as films, exhibitions, preparation of a home page etc. with an indication of the status (published, submitted / in preparation)

- 1)
- 2)
- etc.

**List 2 project-related participation in international scientific conferences**  
(with an indication of the conference date) – 4 subunits:

**2.1. Conference participations - invited lectures**

- 1)
- 2)
- etc.

**2.2. Conference participations - lectures**

- 1)
- 2)
- etc.

**2.3. Conference participations - posters**

- 1)
- 2)
- etc.

**2.4. Conference participations - other**

- 1)
- 2)
- etc.

### List 3 Development of collaborations

Indication of the most important collaborations (maximum 5), that took place (initiated or continued) in collaboration please give the name of the collaboration partner (name, title, institution) and a few words about the scientific content. Please also assign one of the following **categories** to each collaboration:

<b>N</b>			Nature	<b>N</b> (national); <b>E</b> (European); <b>I</b> (other international cooperation)
<b>E</b>			Extent	<b>E1</b> <b>low</b> (e.g. no joint publications but mention in acknowledgements or similar); <b>E2</b> <b>medium</b> (collaboration e.g. with occasional joint publications, exchange of materials or similar but no longer-term exchange of personnel); <b>E3</b> <b>high</b> (extensive collaboration with mutual hosting of group members for research stays, regular joint publications etc.)
		<b>D</b>	Discipline	<b>D</b> within the discipline <b>T</b> transdisciplinary

<b>N</b>	<b>E</b>	<b>D</b>	<b>Collaboration partner / content of the collaboration</b>
			1) Name: _____ Title: _____ Institution: _____ Content: _____
			2) Name: _____ Title: _____ Institution: _____ Content: _____
			3) Name: _____ Title: _____ Institution: _____ Content: _____
			4) Name: _____ Title: _____ Institution: _____ Content: _____
			5) Name: _____ Title: _____ Institution: _____ Content: _____

**Note:** general scientific contacts and occasional meetings should not be considered as collaborations in the above sense.

**List 4 “Habitations” (professorial qualifications) / PhD theses / diploma theses**  
with an indication of the status (in progress / completed)

**Note:** it will not be possible to assign a “Habilitation” to a single project; what is required here is a mention of those “Habitations” for which the project was important. A similar caveat applies to PhD and diploma theses: the FWF does not support thesis work but rather funds the scientific work that forms the basis for theses.

**4.1. Professorial Qualifications**

- 1)
- 2)
- etc.

**4.2. PhD Theses**

- 1)
- 2)
- etc.

**4.3. Diploma Theses**

- 1)
- 2)
- etc.

**List 5 Effects of the project outside the scientific field** (where appropriate)

**Sections of the list:**

**5.1. Organization of scientific events**

The listing should be ordered according to

- congresses, symposiums or workshops with participants from outside Austria
- congresses, symposiums or workshops with participants primarily from within Austria
- meetings relevant to the project (e.g. with collaboration partners from science and industry, EU partners etc.)

**5.2. Particular honours, prizes etc.**

The listing should be divided into national and international honours, prizes etc.

**5.3. Information on results relevant to commercial applications**

The listing should be divided into national and international patents (licenses etc.)

**5.4. Other effects beyond the scientific field**

Please describe briefly any implications / presentations for social, ecological, medical, economic and/or technical or cultural areas.

**5.5. Relevance of the project in the organization of the relevant scientific discipline**

Contributions to image building, establishment of "priority areas", role in performance-related contracts or similar.

**List 6. Applications for follow-up projects**

with an indication of the status (submitted / approved) and the funding organization.

**6.1 Applications for follow-up projects** (FWF projects)

(with an indication of the project type, e.g. stand-alone project, NFN, SFB, WK, fellowship, contribution to a stand-alone publication)

- 1)
  - 2)
- etc.

**6.2 Applications for follow-up projects** (Other national projects)

(e. g. FFG, CD Laboratory, a K-plus Centre, funding from the Austrian National Bank, the Federal Government, the provincial government or similar)

- 1)
  - 2)
- etc.

**6.3 Applications for follow-up projects** (International projects)

(eg. ERA project, ESF)

- 1)
  - 2)
- etc.

## 5. Zusammenarbeit mit dem FWF

Sie werden gebeten folgende Aspekte der Zusammenarbeit mit dem FWF zu bewerten. **Anmerkungen (Ausführungen)** unter Verweis auf den entsprechenden Referenzpunkt bitte auf Beiblatt.

**Skala**  
**-2** sehr unzufriedenstellend,  
**-1** unzufriedenstellend;  
**0** angemessen;  
**+1** zufriedenstellend;  
**+2** sehr zufriedenstellend.  
**X** nicht beansprucht

### Regelwerk

(Richtlinien für Programm, Antrag, Verwendung, Bericht)

**Wertung**

<b>Antragsrichtlinien</b>	Umfang	
	Übersichtlichkeit	
	Verständlichkeit	

### Verfahren (Einreichung, Begutachtung, Entscheidung)

	Beratung	
	Dauer des Verfahrens	
	Transparenz	

### Projektbegleitung

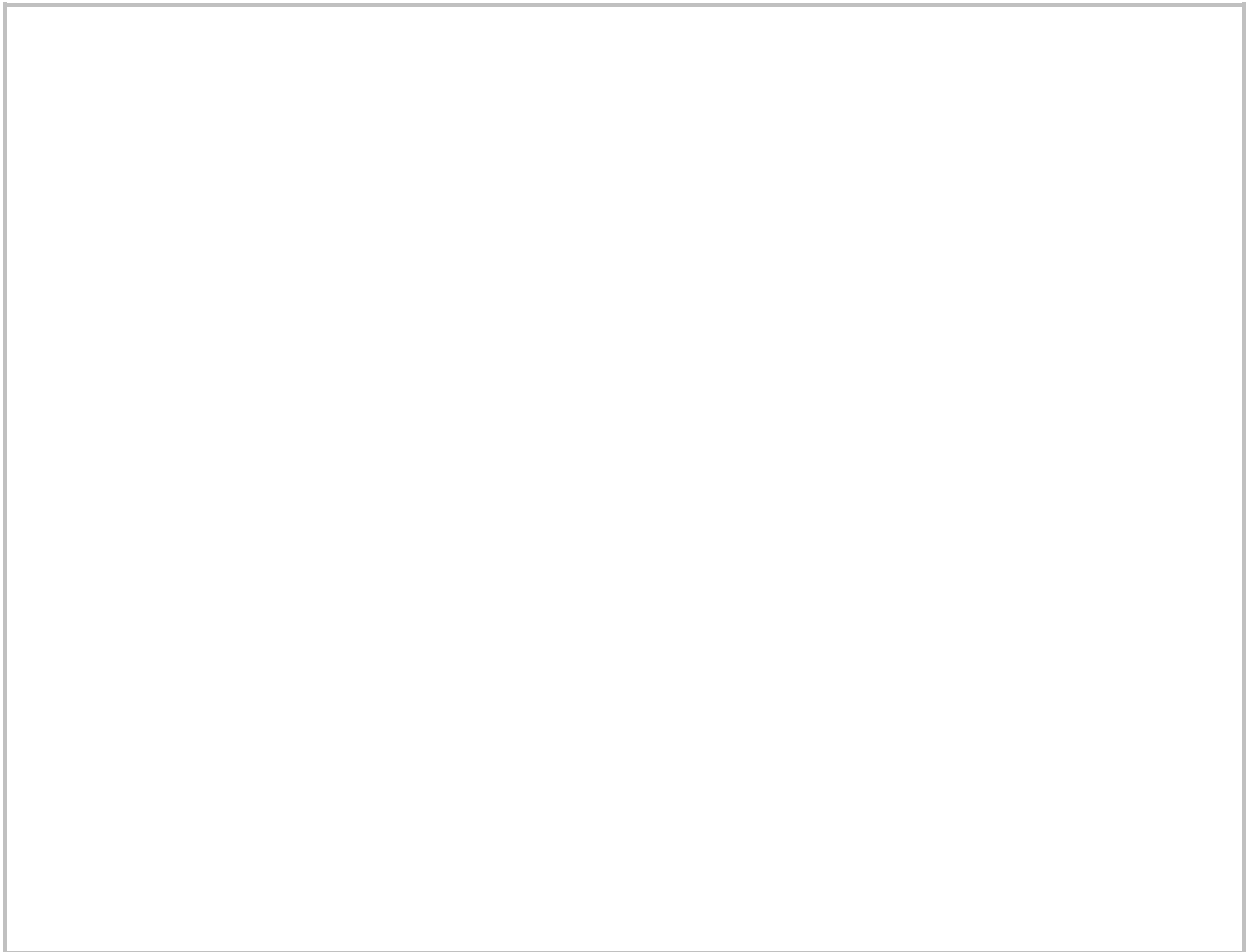
<b>Beratung</b>	Verfügbarkeit	
	Ausführlichkeit	
	Verständlichkeit	

<b>Durchführung Finanzverkehr</b> (Überweisungen, Gerätebeschaffungen, Personalwesen)	
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### Berichtswesen/ Prüfung/ Verwertung

	Aufwand	
	Transparenz	
	Unterstützung bei Öffentlichkeitsarbeit/ Verwertung	

**Anmerkungen zur Zusammenarbeit mit dem FWF:**

A large, empty rectangular box with a thin black border, occupying the central portion of the page. It is intended for the user to provide notes or comments regarding their collaboration with the FWF.