

Submission Information

Spreading Knowledge: Knowledge Transfer Events

Effective as of October 13, 2025

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1 What are knowledge transfer events?

Expanding knowledge transfer to business, industry, and society – the FWF supports the organization of knowledge transfer events that build bridges between cutting-edge research and practical applications with up to €15,000.

The aim of the event series is to share the knowledge gained in collaborative FWF research projects with leading experts from science, business, industry, and/or society. The events are meant to build networks and create opportunities for exchange, bringing research findings to society and encouraging practical innovations and solutions.

They are organized and implemented as part of FWF-funded collaborative projects. The FWF supports the organization of the events with funds from the National Foundation for Research, Technology and Development. In addition, the FWF provides support for the events as part of its public relations work.

2 Who can organize a knowledge transfer event with the FWF?

All Austrian research institutions at which projects from FWF's collaborative programs:

- #ConnectingMinds
- doc.funds
- doc.funds.connect
- Emerging Fields
- Research groups
- Special Research Areas

have been or are currently being funded can submit an event concept. An approved, ongoing, or recently completed collaborative FWF project serves as the original project the event is based on. The transfer event must be held in Austria and under the auspices of the Austrian research institution involved in the original project, either directly at the research institution or at another suitable location. The event concept is submitted by the coordinator or the lead research institution as a supplementary application.

A maximum of *one* application can be submitted per research project. On the December 9, 2025 submission deadline, the original project must have been approved, ongoing, or have been completed no more than one year previously (i.e., on or after December 9, 2024). The transfer event can be held after completion of the original project, but must be carried out and invoiced before the end of the 2026 calendar year.

3 What types of funding can be requested?

With this FWF initiative, up to €15,000 in costs directly attributable to the development, application, organization, and implementation of non-commercial, target group-specific transfer events between research and practice in Austria are eligible for reimbursement. The event concept does not need to include a detailed breakdown of the requested funds. However, the amount requested must be plausible for the scale of the planned event and this must be presented conclusively in the event concept. The format, non-academic participants, and the expected transfer effect must be clearly described in the event concept.

The events must address a subject-specific topic resulting from the FWF-funded research of the underlying original collaborative project. Events addressing a broad thematic spectrum or strictly science communication activities are not part of this initiative. The event concept must clearly identify the target group-specific, implementation- or application-oriented transfer of knowledge on the specified topic and describe an intended transfer effect that goes beyond the actual event. Individuals involved in the original project as well as stakeholders from industry, business, but also from the NPO/NGO sector must be actively involved in addressing the event's forward-looking topics. This participation must be clearly presented in the event concept.

When requesting funding and invoicing costs, the regulations of the respective research institution and the FWF guidelines apply. The principles of economy, efficiency, expediency, and environmental sustainability apply when calculating planned procurements. The procurement guidelines of the research institution and the provisions of the Federal Procurement Act 2018 (*Bundesvergabegesetz*) as amended apply.

Ecologically-friendly project implementation is becoming increasingly relevant in research. Please also explain in the event concept to what extent sustainability aspects are being taken into account in the implementation of your transfer event.

No ongoing project costs, infrastructure costs, or costs for the purchase of hardware or software are covered as part of this initiative. In the event of approval, an Austrian research institution (the event coordinator) involved in the original project must pre-finance the event and can invoice the FWF for the event costs up to the approved total amount according to the event concept; all costs must be invoiced in 2026. If the research institution invoicing the FWF is entitled to deduct value-added tax (VAT), the funds should be invoiced without value-added tax (net). VAT is an eligible expense only if the research institution is not entitled to deduct it and it is demonstrably and finally borne by the research institution. Recoverable VAT is ineligible for reimbursement, even if it is not reclaimed or recovered by the research institution.

4 How do I submit an event concept for a knowledge transfer event?

An event concept for a knowledge transfer event can only be submitted using the project-specific [elane](#) account under the menu item "Supplementary application (including changes and requested amendments)." Applications will be accepted starting October 13, 2025. (For eligible projects without an elane account, the project coordinator can submit the application directly to the FWF) The deadline for submissions is **December 9, 2025 (2:00 pm local time Vienna)**. Please fill out the form "Knowledge Transfer Event Concept" and upload it as an attachment to the supplementary application on elane. The lead research institution needs to approve the supplementary application for submission, unless the lead research institution has authorized the project coordinator to do so. In this case, the supplementary application in elane is automatically granted the status "Approved for submission by research institution" after completion by the project coordinator.

Any active consortium member of the FWF-funded original project can act as event coordinator, but the supplementary application must be submitted by the project coordinator and with their consent.

5 How are funding decisions made?

After the submission deadline and after the FWF has checked the formal eligibility of the applications, the event concepts are forwarded for review to a jury consisting of multiple experts in the field of knowledge transfer who are familiar with the conditions in Austria. The jury rates the events as worthy of support or not worthy of support on the basis of the following criteria:

- Quality of the event concept (including cost plausibility, objectives, target groups, content, format, marketing concept, and general conditions in the project/at the research institution)
- Involvement of non-academic stakeholders in the event program
- Expected contribution to knowledge transfer (possibly beyond the individual event)

If the number of events worthy of support exceeds the FWF's budgetary resources, the maximum number of events that can be funded will be drawn at random from the pool of event concepts deemed worthy of support. This decision-making procedure applies only to event concepts that have already been identified by the jury as being worthy of funding on the basis of the quality criteria. This procedure is used for these applications because it can be assumed that the event concepts in this pool display only slight or hardly noticeable differences in terms of quality.

The FWF's decision will be communicated in writing to the lead research institution, the project coordinator, and the event coordinator. The cooperation agreement for the knowledge

transfer event is concluded directly between the event coordinator's research institution and the FWF.

6 How are costs settled?

Event organizers are required to:

- Advertise the transfer event on any channels available to the research institution and the project
- Post information about the transfer event and a summary of the event on the project website
- Provide the FWF with a brief summary (including impact and any follow-up initiatives) and pictures taken at the transfer event

Costs up to the approved total amount of the event concept that are directly attributable to the development, promotion, organization, and implementation of non-commercial, target group-specific transfer events, such as graphic design, printing, postal costs for the application and follow-up reporting, costs for freelance contractors, moderation, room rental outside the research institution, event-related catering, event technology, and travel expenses for individuals who are actively involved in the event, can be settled with the FWF in the form of a collective invoice from the research institution carrying out the event.

Copies of all individual invoices and receipts must be enclosed with the collective invoice to allow confirmation of the total costs. It must also be clear that the event funding is separate from and independent of the project funds, either requested or already paid out. However, partial funding from other budgetary resources at the research institution is permissible.

7 Legal notice

There is no legal entitlement to funding for a knowledge transfer event.

At the knowledge transfer event, the FWF must be named as a cooperation partner in an appropriate form (logo presence, branding on site, etc.). The details must be coordinated with the FWF communications team.