

Research Report Guidelines for the

Programme for Arts-based Research (PEEK)

Vienna, 21/03/2023

Please include/consider the following in the research report

- Target audience: peer reviewers
- To be written in the language of the original application
- **Length in total: at minimum 12,000 characters** including spaces (1,800 words), **not to exceed 18,000 characters** including spaces (or 2,700 words)
- **Formatting:** 11 pt. font with 1.5 line (15-20 pt.) spacing and at least 2 cm margins
- Please address only the points that apply to your project

1 Report on arts-based research work

1.1 Information on the development of the arts-based research project

- Briefly describe the project's overall arts-based research concept and goals.
- Were there fundamental changes in research orientation between the beginning and the end of the project? If so, please describe them briefly and list the effects they had on your arts-based research.

1.2 Most important results and a brief description of their significance

- Were the aims achieved?
- Did the results of your project contribute to the advancement of the arts-based research field or increase the importance of the field? If so, in what way and to what extent?
- Did your project advance arts-based research? If so, to what extent and in what respect?
- Briefly describe the relevance of the most important hypotheses/research questions developed in your research project. Have the project findings opened a promising new research agenda for a particular field (new hypotheses, new research questions, etc.) or a possible paradigm shift?
- Have new arts-based research methods or instruments been developed?
- Was your project of relevance for related or other areas of research? Were there transdisciplinary issues and methods?

1.3 Information on the execution of the project, the use of available funds and (where appropriate) any changes to the original project plan

- Please describe briefly the following points:
 - Duration;
 - Use of personnel;
 - Artistic events;
 - Major items of equipment purchased.
- Were there any significant deviations from the original plan? If so, please describe them briefly. The decision as to what should be regarded as a "significant deviation" is the responsibility of the principal investigator. As a guideline, any deviation of more than 25% from the original financial plan or work schedule should be accounted for.

2 Career development – Importance of the project for the research careers of those involved (including the principal investigator)

- Briefly describe the project's effects on the research careers of all project members, including special qualifications and special possibilities or opportunities opened up by the project.
- Could international cooperation be established or intensified?
- Are there developments in working conditions and the environment to report (including any association with a university or non-university institution)?

3 Effects of the project beyond the scientific/scholarly field

- Did your project have any effects outside the sphere of the arts-based research community? If so, please leave some brief comments on those effects, including activities outside the sphere of academia.
- Please tell us about public relations work in the sense of raising the profile of arts-based research among the wider public.
- Did your project have any particular relevance for developments in the arts field and if so, what kind of relevance and to what extent?

4 Other important aspects

Briefly mention the following points (if applicable):

- Publications in preparation/submitted/accepted/in press;
- Project-related participation in national and international artistic, scientific, scholarly, and/or arts-based research conferences and a list of the most important lectures held;
- Organisation of symposia and conferences;
- Ongoing applications for patents or licences;
- List of the most important pending applications for grants;
- Any other aspects.