Specifications for preparing PR summaries

Before work can commence on an approved project, you need to send the FWF plain-language, easily understandable PR summaries of the project description in German and English.

Please note that the PR summaries of the project description, the amount of your grant, and later, the PR summaries of the Final Project Report will be published on the FWF website. When writing your summaries, please make sure that any legitimate interests of secrecy for reasons of national defence and patent law are safeguarded and that any trade secrets are appropriately protected.

PR summaries must be prepared in both German and English and may not exceed one DIN A4 page and a maximum of 3,000 characters (including spaces) in length each. Please do not include the project title. Please do not use special characters, illustrations, tables, footnotes, colour markings, highlighting, etc.

PR summaries are intended to make the research project easily understandable for laypeople (as a rule of thumb: your text should be suitable for 14-year-olds) and to describe your work using as few technical terms as possible. A copy of of the existing academic abstract of the project is not acceptable as a PR summary.

Please upload your German and English PR summaries as separate Word files (.docx) via elane under “Additional applications (including changes and further submissions).”

PR summaries can only be sent to the project supervisors named in the funding agreement by email in those programmes which do not accept applications via elane.

Please note that your project cannot be started until the FWF has received both the PR summaries and a Data Management Plan (DMP) for the project.