

NEUES ENTDECKEN

TALENTE FÖRDERN

IDEEN UMSETZEN

FWF

Der Wissenschaftsfonds.

In accordance with its funding guidelines of 1 January 2019 (as last amended), the FWF has issued the following

Application Guidelines for the 1,000 Ideas Programme



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1. General information

1.1. Aim of the programme

It is often difficult for researchers to take the first step when it comes to new, daring, or particularly original research ideas that go beyond the common understanding of science and scholarship. This is where the 1,000 Ideas programme comes in. The project's chances of successful implementation are not as important as having the 'courage to fail,' which is an integral component of the programme. The key aim of the programme is to tackle novel, forward-looking themes with high relevance for science, research, and, ideally, society. They should exhibit the potential to transform existing research domains and/or fundamentally challenge established paradigms in science and research.

The 1,000 Ideas programme provides seed funding for radically new and daring or original research ideas which cannot be supported by the existing funding programmes, at least not at the present time. The exploratory phase is expected to provide initial evidence of the feasibility of the idea and the underlying research idea.

Through the use of a double-blind selection procedure, the FWF wishes to identify projects worthy of funding solely on the basis of the project idea and the description of a coherent plan for its implementation. Other usual criteria like the researcher's publication record or reputation are not considered in assessing the proposals.

1.2. Deadlines

Proposals must be approved and submitted by the research institute online via the electronic application portal [ELANE](#) by **15 January 2020 (2 p.m. Vienna local time)**. Proposals submitted after the deadline will be returned without review, regardless of the circumstances.

1.3. Who is eligible to apply?

All Austrian research institutions are eligible to apply. There is no limit to the number of proposals that can be submitted by a research institution. The project must be carried out in Austria or under the auspices of an Austrian research institution at which the principal investigator works.

The principal investigator (PI) must be employed at least 50% time at an Austrian research institute for the duration of the project, and funding of the 1,000 Ideas programme cannot be used to finance this portion of the PI's employment. This is to be confirmed by the research institute as part of approving the proposal. There is the possibility to request funding to cover employment up to 100% time as part of the project (see [2.5.2.](#)).

A researcher may only serve as the principal investigator in one project proposal. The FWF's limit on the number of funded projects in other programmes does not apply to proposals for the 1,000 Ideas programme.

1.4. For what types of projects can funding be requested?

Funding can be requested for projects that investigate radically new and daring or original research ideas at an early stage. The project must be clearly defined and include a convincing description of the aims and methods. Additionally, the project must have high relevance for science or (arts-based) research and fall in the domain of basic research. There are no restrictions regarding the research topics and academic disciplines. The exploratory phase is expected to provide initial evidence of the feasibility of the concept, and the research project is limited in duration to a minimum of 6 and a maximum of 24 months.

Double funding is prohibited (see [Funding guidelines](#)).

1.5. What requirements must be met to apply?

1.5.1. Academic qualifications

The principal investigator must show that he/she possesses the basic (arts-based) research qualifications needed to carry out the project by means of a publication record over the last 5 years that meets the criteria listed below.

The following criteria are essential for evaluating the publication record and initiating the review process:

- **Peer review:** All the publications listed (or more than half in the case of the humanities) must have been subject to a quality assurance procedure in line with high international standards. The journals must usually be listed in the Web of Science, Scopus, or the Directory of Open Access Journals ([DOAJ](#)). For journals not listed in those databases; monographs, edited volumes, or contributions therein; or other publication types, the principal investigator must provide a link to the publisher's website which contains a description of the respective quality assurance procedure. Should no such description be available on the website, it is the principal investigator's responsibility to provide evidence that the publication has been subject to a quality assurance procedure in accordance with the standards of the field.

If forms of artistic practice and their critical reflection are presented, these must be accessible to the public. Their quality is to be documented in a verifiable manner and thus be comparable with the research results published in internationally renowned journals. In order to be accepted for consideration, the (arts-based) research dimension as well as the underlying research questions must be described individually in a brief statement. This is to be prepared by the principal investigator and included with the CV as part of the three pages allowed. Where appropriate, a list of all lectures and talks (in galleries, theatres, or similar forums) about the artistic work are also to be included.

- **Number/volume and quality:** At least two publications must be peer-reviewed and internationally visible publications with a substantial and independent contribution on the part of the principle investigator.

- **International visibility:** In the natural sciences, life sciences, and social sciences, most of the publications listed must be in English. In the humanities and cultural studies, as well as arts-based research, most of the PI's publications must have a wider than national reach.

On the **programme specific data form**, under the item *Proof of academic qualifications*, two publications or artistic works must be listed (where necessary, with a link to the publisher's website or other proof of a quality assurance procedure having been performed on the publication, see the above-mentioned information on this requirement) that clearly meet the above-mentioned criteria.

Applications in which the principal investigator does not meet one or more of the above-mentioned criteria or in which the programme specific data form is not filled in or not filled in clearly will be returned without review by the decision-making bodies of the FWF.

If there is any uncertainty about the principal investigator's eligibility to apply, he/she must contact the FWF Office in good time prior to the submission deadline and have his/her eligibility checked.

1.5.2. Anonymity

The project description is to be written anonymously, meaning that the principal investigator's identity and career stage as well as the name of the research institute must not be identifiable from the [project description \(see 2.3\)](#). Self-citation is only possible if no conclusions can be drawn about the identity of the principal investigator or the participating researchers. Applications that do not meet these requirements will be returned without review by the decision-making bodies of the FWF.

1.6. What types of funding can be requested?

Project-specific costs are eligible for funding. These include personnel and non-personnel costs that are necessary for carrying out the project (at least €50,000 and no more than €150,000, with 5% general project costs already included, for a minimum duration of 6 months and a maximum of 24 months) and that go beyond the resources provided by the infrastructure of the research institute. The FWF does not finance the infrastructure or basic equipment of research institutions.

For information on requesting funding for the personnel costs of the principal investigator (= own position), see 2.5.2.

Funding for the personnel costs of doctoral candidates cannot be requested.

2. Application content and form

2.1. Sections of the application

For an application to be complete, it must contain the following sections 2.1.1-2.1.4:

2.1.1. Academic abstract

In English comprising no more than 700 characters (incl. spaces). The abstract must use the required English headings provided below and address the following key questions:

- *Research question/hypothesis:*
Which unconventional or original research question(s) or hypothesis/hypotheses would you like to address??
- *Intended approach and research design:*
How do you intend to address this question / these questions and/or test the this hypothesis / these hypotheses?
- *Expected results*
What results or consequences do you anticipate if your idea is successful and what value might this project have if the results differ from your expectations?

2.1.2. Project description

In English, consisting of four sections (Research approach, Project implementation, Risk assessment and learning potential, References) on no more than seven pages (incl. figures, captions, tables, footnotes, etc.)

2.1.3. Annexes

The following annexes are a required part of the application and are to be uploaded individually:

- Annex 1: Information on the research institute and justification of requested funding
- Annex 2: Academic and/or arts-based research CV and description of the principal investigator's previous research achievements (max. three pages)

In addition, the following attachments should be uploaded, where applicable:

- Cover letter, copy of the doctoral certificate and third party confirmation¹, statement on the arts-based research dimension/research questions, vendor quotes for equipment, etc.

¹ Only when a senior postdoc rate is applied for the own position.

2.1.4. Forms and confirmation of the research institute

- Required forms: academic abstract, application form, Cost breakdown form, Co-authors form, Programme specific data form: Proof of academic qualifications.
- Required as part of the research institute's confirmation when approving the proposal: Confirmation that the principal investigator is employed at least 50% time at the research institute for the duration of the project, and funding of the 1,000 Ideas programme will not be used to finance this portion of the PI's employment.

2.2. Form requirements

2.2.1. Language of application

To allow applications to be reviewed by international scientific, scholarly, or arts-based research experts, applications must be submitted in English **without exception**.

2.2.2. Formatting

The project description and annexes 1-2 must be written in 11 pt. font with 1.5 line (15-20 pt.) spacing and at least 2 cm margins. The beginning of each paragraph should be clearly recognisable (e.g., by indenting the first line and/or spaces between paragraphs).

The structure and headings (in English) provided in section [2.3 Project description](#) and the upper limits (e.g., number of pages, attachments, etc.) must be strictly followed, without exception.

Citations in the text and the list of works cited (References) in the application must be in line with the conventions of the respective discipline, preferably according to a widely used style guide (e.g., Chicago Manual of Style, APA Publication Manual). Applicants are free to choose the citation conventions or style guide they prefer, but they must apply them/it consistently throughout the application. If available, a [DOI address](#) or another [persistent identifier](#) should be used for the literature cited.

Please note that self-citation is only possible if no conclusions can be drawn about the identity of the principal investigator or the participating researchers listed in the application.

2.2.3. Submitting the application

Applications must be submitted exclusively online via the [ELANE](#) electronic application portal.

To do this, both the user accounts of the principal investigator as well as the responsible research institute must be activated in the electronic application portal (see [Information](#)). All the forms required for the application are to be filled in afterwards online; the other

documents such as the project description and the annexes are to be uploaded as separate files.

The principal investigator must finish creating the application in time to ensure that the responsible research institute has sufficient time to approve and submit the application by **15 January 2020 (2 p.m. Vienna local time)**.

Required parts of the application:

a) Files:

- *Proposal.pdf* (project description with sections 1-4 in one file, with PDF bookmarks, at least for the major sections)
- *Cost_justification.pdf* (cost justification as well as information on the research institute)
- *CV.pdf* (academic curriculum vitae and research achievements of the principal investigator)

b) Forms:

- Academic abstract in English
- Application form
- Cost breakdown
- Co-authors
- Programme specific data form: Proof of academic qualifications

Optional file uploads:

- *Cover_Letter.pdf* (= Letter accompanying the application)
- *Quotes_equipment.pdf*
- *Quotes_other_costs.pdf*
- *Ph.D_certificate.pdf* and *third-party_confirmation.pdf*
- *Arts-based_research.pdf*

2.3. The project description

The academic abstract and the project description must be prepared **anonymously**, meaning that these texts must not reveal the identities of the principal investigator or the participating researchers, nor their career status or the research institute.

The project description consists of four subsections and may not be longer than seven pages. Please note that the page limit per section may not be exceeded.

The headings provided for each section (research approach, project implementation, risk assessment and learning potential, references) must be used, without exception, and all the aspects/items of each section must be addressed. Please note: Incomplete project descriptions, i.e., ones missing subsections or headings, or ones that do not address the relevant aspects, will be returned without review by the decision-making bodies of the FWF.

2.3.1. Research approach

The scientific/scholarly or arts-based research foundation as well as the transformative potential of the research idea are to be described on no more than three pages (incl. figures, captions, tables, footnotes, etc.). The innovative aspects as well as the originality and/or risk must be clearly evident. The description of the research approach must begin with the heading **Research approach** and address the following items:

- Arts-based research or scientific/scholarly foundation,
- Originality and/or risk involved,
- Novelty and (especially) innovative elements,
- Transformative potential (related to the research area / field).

All potential ethical, safety-related, or regulatory aspects² of the submitted project and the planned handling of them must be described briefly. This aspect should be addressed briefly in the text even if the principal investigator believes the project does not raise any ethical issues.

All potential sex-specific and gender-related aspects³ in the planned project as well as the planned implementation of these research questions must be briefly described in a separate paragraph. This aspect should be addressed briefly in the text even if the principal investigator believes the project does not raise any sex-specific and gender-related issues.

2.3.2. Project implementation

The second subsection must include a coherent description of the specific project implementation and must begin with the heading **Project implementation**. In particular, the plan for implementation adjusted to the planned duration of the project as well as the

² For instance, the European Commission's [Ethics for Researchers](#) or [The European Code of Conduct for Research Integrity](#) can serve as a guide here.

³ Positioning and reflecting on the research approaches in the planned for the project in terms of sex-specific and gender-related issues, for instance: Is the research approach likely to produce sex-specific and gender-related findings? If so, what findings? How and where are these integrated into the research approach? (For information on checking the relevance of sex-specific and gender-related issues to a project, see <https://www.fwf.ac.at/en/about-the-fwf/gender-issues/fix-the-knowledge/fix-the-knowledge-detail/>)

methodological research approaches are to be described on no more than two pages (incl. figures, captions, tables, footnotes, etc.). The following items must be explicitly addressed:

- Description of the methodological approach for verifying the hypotheses or working on the research questions,
- Coherent plan for implementation adjusted to the planned duration of the project.

2.3.3. Risk assessment and learning potential

The third subsection should include an assessment of critical points, the risk of failure, as well as a brief description of the resulting learning potential. The heading ***Risk assessment and learning potential*** must be used and the following items must be addressed on no more than one page (incl. figures, captions, tables, footnotes, etc.).

- Risk assessment,
- Learning potential in the case of failure.

2.3.4. References

Finally, a list of the literature cited in the application (heading: **References**) should be included on no more than one page according to the formatting requirements in [2.2.2](#). Self-citation (i.e., reference to one's own publications) is possible; however, the type and manner of citation must not allow any conclusions to be drawn about the identity of the principal investigator or the participating researchers.

2.4. Annexes to the project description

2.4.1. Annex 1: Information on the research institute(s) and justification of requested funding

The template for the description of projected costs can be found in [ANNEX 1](#).

- Information on the own research institute and any research partners
 - Existing personnel (not financed by the FWF, usually the research personnel at the research institutions)
 - Existing infrastructure
- Information on the funding requested
 - Concise justifications for the personnel requested (type(s) of requested position(s), job descriptions, extent of employment, and duration of involvement in the project); please note that funding cannot be requested for doctoral candidate positions.
 - Concise justifications for non-personnel costs (equipment, materials, travel expenses, and other costs). If funding for equipment is requested, applicants must explain why

this does not constitute part of the basic equipment of the given research environment—see also [2.5.3](#).

2.4.2. Annex 2: CV and description of previous research achievements

The academic curriculum vitae and the research achievements of the principal investigator are to be described on no more than three pages. The form of the CV must meet the standard requirements for all FWF programmes and is used for internal purposes (assessment of conflicts of interest).

2.4.2.1. Required contents for CVs

- Name and contact details of the person, address of the research institution, and relevant websites. It is also required to provide a publicly accessible link to a list of all published publications; the use of ORCID is expressly recommended for this purpose.
- List of academic milestones and relevant positions held to date (with a brief explanation of any career gaps, if applicable);
- Main areas of research and short statement of the most important scientific/scholarly or arts-based research results achieved to date.

2.4.2.2. Required description of previous research achievements

- Academic publications or artistic works: List of no more than ten of the most important published or accepted academic publications or works (journal articles, monographs, edited volumes, contributions to edited volumes, proceedings, concerts, exhibitions, installations, performances, art works, etc.); for each publication, either a DOI address or another persistent identifier should be indicated, if available. In accordance with the San Francisco Declaration on Research Assessment (DORA), journal-based metrics like the journal impact factor should not be included.
- Additional artistic, scientific, scholarly, and/or arts-based research achievements: List of no more than ten of the most important scientific/scholarly research achievements apart from academic publications, such as awards, conference papers, keynote speeches, important research projects, research data, software, codes, preprints, exhibitions, knowledge transfers, science communication, licenses, or patents.

2.4.3. Additional Annexes

In addition to the project description and the forms, the following attachments should be uploaded, where applicable:

- Cover letter,
- When a senior postdoc rate is applied for the own position: copy of the doctoral certificate and third party confirmation,

- Brief description on the arts-based research dimension/research questions as well as the underlying research questions,
- Vendor quotes for the requested equipment for pieces of equipment whose acquisition cost (including VAT) is EUR 5,000.00 or higher (one quote from one company for each piece of requested equipment; can be submitted in German),
- Vendor quotes for any relevant items requested under “Other costs” (e.g., use of research facilities).

2.5. Eligible project-specific costs

Principle

The regulations of the respective research institution must always be taken into account when applying for funding (such as for personnel and contracts for work and services). The requested costs shall be summarised in a spreadsheet (Cost breakdown form).

The only projected costs eligible for funding are those in the following cost categories.

2.5.1. Personnel costs

The application should include all persons, in addition to the staff already available, who will be needed to carry out the project and will work exclusively to the extent agreed on for this project.

The available legal categories of employment are contracts of employment for full-time or part-time employees and marginal employment. Funding for doctoral candidate positions cannot be requested as part of this programme.

The personnel cost rates that can be applied for within the framework of PROFİ (project funding via research institutions), including a fixed percentage increase for the subsequent year to compensate for wage rises, can be found on the [FWF homepage](#).

2.5.2. Own position

The FWF understands ‘own position’ to mean that the researcher’s salary is financed by the third-party funds of the research project.

In this programme, the principal investigator must be employed at least 50% time at the Austrian research institute for the duration of the project, and the requested project funding cannot be used to finance this portion of the PI’s employment. However, the researcher can apply at any time for funding to finance the remaining portion of one’s own position.

Either a postdoc rate or a senior postdoc rate can be requested for one's own position (correspondingly proportionate in the case of partial funding). The following condition must be met when applying for a senior postdoc rate:

- Researchers who have two years of research experience as postdocs at the time of submitting an application, or researchers who have already successfully served as the principal investigator of their own FWF project, can apply for the senior postdoc rate. As proof, a copy of the doctoral certificate and a confirmation by a third party of a total of at least two years of research experience as a postdoc must be added. This is not necessary if you already have two years of research experience as part of FWF-funded projects; however, this should be indicated in an accompanying letter.

Female researchers who finance themselves to the extent of at least 50% through their own position have the additional option of applying for up to €2,000 per year in the category of 'Other costs' for personal coaching and further training measures that directly contribute to the career development of the researcher. Coaching is understood to mean person-centred counselling and support processes in the professional context. Continuing education measures include courses to acquire or deepen scientific, in particular, subject-specific competences (e.g., specific methodological skills or techniques etc.) and personnel development measures such as those offered at some research institutions (e.g., in the areas of teaching, academic writing, personnel management and project management, conflict and problem solving, scientific organisation as well as vocation training and other seminars directly related to career development, e.g., as part of the promotion of women).

2.5.3. Equipment costs

Equipment may only be requested if it is specifically required for the project and if it is not part of the institution's existing infrastructure. 'Infrastructure' is considered to include all equipment (and components for the equipment) that must be available in a modern research institute in order to be able to conduct basic research in the relevant discipline at an internationally competitive level. Please note that if such equipment or components are requested nonetheless, doubts may be raised whether it is possible to conduct leading-edge basic research in such an environment and how it was possible to carry out the preliminary work related to the project. This may have an impact on the funding decision.

In this context, 'equipment' includes scientific instruments, system components, self-constructed devices (generally assembled from smaller pieces of equipment and materials), and other tangible fixed assets as well as intangible assets such as licenses, industrial property rights, and licenses derived from such rights, whose acquisition cost per item exceeds the amount specified in Article 13 of the Austrian Income Tax Act 1988 as last amended, Federal Law Gazette No. 400/1988, which is currently €400 (incl. VAT, unless the research institution is entitled to deduct VAT).

For items of equipment which are required specifically for the project and whose acquisition cost (including VAT) is €24,000 or higher, the research institute must confirm with the *Affirmation of the research institute* and the approval of the application for submission that it

has verified that no comparable equipment that could be used or shared is available within a reasonable distance, and that the possibility of (co-)financing by third parties has been explored. The research institute that is responsible for the equipment must also ensure that any possible costs that arising from the use, maintenance, and repairs of the equipment are covered.

2.5.4. Material costs

'Materials' encompasses consumables and small pieces of equipment (cost per item is below €400 EUR incl. VAT).

The calculation of requested funds for project-specific material costs should be justified with reference to the timelines, work plans, and experiment plans. Experience from previous projects should be considered in making the calculation.

2.5.5. Travel costs

Funding may be requested for project-specific travel and accommodation, field work, expeditions, etc. The project description must include a detailed travel plan broken down by project participant. This plan must indicate which persons, for what purpose, when (in which year of the project), for how long and where they will be travelling, and how much this will cost.

Travel expenses for researchers from other Austrian and foreign research institutions can only be granted in exceptional cases and require detailed justification. The calculation of travel and accommodation costs should generally be based on the federal regulations governing travel costs (RGV). The current RGV rates for travel abroad can be found in the following [document](#) (in German)

For longer stays, a transparent and appropriate budget should be prepared; in general, this budget will be lower than the costs calculated based on RGV rates.

Applicants must not request funding for the presentation of project results at congresses; the costs associated with attending such conferences should be covered by the 'general project costs'.

2.5.6. Costs as part of national and international cooperation arrangements

In the case of national cooperation arrangements, the costs arising from the research collaboration at the respective research institution are to also be paid by this research institution.

Within the framework of cooperation arrangements, funds can only be transferred to a cooperation partner (located abroad too) if it concerns clearly defined tasks and services and these are directly necessary to carry out the Austrian project. This does not apply for [cooperation arrangements with researchers from developing countries](#).

2.5.7. Other eligible costs

- Independent contracts for work and services (costs for work of clearly defined scope and content carried out by individuals, provided that they are justified in terms of art and/or research and they are economical);
- Costs for the preparation, archiving, open access, and reuse of research data in repositories in accordance with the [Open Access Policy](#) of the FWF;
- Costs that cannot be included under personnel, equipment, materials, or travel costs, for example:
 - Coverage of costs for the use of research facilities, e.g., costs for the project-specific use of available equipment (project-specific ‘equipment time’) or large research facilities; in any case, vendor quotes should be provided. Where the costs exceed €10,000 not including VAT (over the entire term of the project), each vendor quote must be accompanied by the corresponding calculation basis. This calculation must include information on the nature and scope of the services for which project-specific costs are incurred (according to internal charging procedures, e.g., based on usage days or hours, or based on the number and type of measurements/analyses performed, etc.) and may not contain any infrastructure-related costs like equipment depreciation, supplementary charges for overhead, costs of research premises, etc.;
 - Costs for any laboratory animals necessary for the project;
 - Costs for project-specific work carried out outside the applicant’s research institution (e.g., for analysis work performed elsewhere, interviews, sample collection, preparation of thin slices, etc.); vendor quotes should be uploaded;
 - Costs for the disposal of project-specific hazardous waste.

2.5.8. General project costs

For reasons of simplicity, general project costs refer to all those costs that are generally eligible for funding but cannot be requested individually. These include, for example, costs for conference travel, dissemination activities as well as smaller, unforeseen costs necessary for the project. General project costs should not be understood in the sense of ‘overhead costs’ of the research institution.

General project costs should be entered in the appropriate field in the Cost breakdown form and calculated as 5% of the total funding requested. No justification for general costs is needed in the project description.

Applicants can apply up to three years after the completion of the project for additional funds for publications resulting from projects supported by the FWF as part of its [peer-reviewed publications](#) programme.

3. Processing and decision on the application

All applications approved and submitted by the research institutions by **15 January 2020 (2 p.m. Vienna local time)** will be subjected to a formal check by the FWF Office.

The **review process** takes about five months. The FWF Board decides on the awarding of funding, based on the recommendation of an international panel of experts. On account of the intentional high risk and originality of the project ideas, the following changes have been made to the FWF's usual [decision-making procedure](#):

All the applications that meet the formal criteria are initially checked for completeness of content by the scientific project officers of the FWF Office (for this, see the items addressed in the project description). Then, there is a pre-evaluation of the anonymised applications by the members of the FWF Board. The evaluation criteria described in [ANNEX 2](#) are used for this evaluation. Each criterion is rated on a scale from 1-5 (5 = highest score; 1 = lowest score). The applications are then ranked according to the total number of points awarded to each application.

Following this, an interdisciplinary panel of 15-16 international experts reviews the applications top-ranked according to this procedure. Each application is evaluated by two panel members with regards to the transformative potential, the feasibility, as well as the coherence and the strength of the project idea, based on the scale from 1-5. Moreover, each panel member can evaluate additional applications which were ranked below the top-ranked applications. A new total number of points is assigned to each application based on the ratings of the panel members, and the applications are re-ranked on the basis of these new totals. This final ranking serves as the basis for the panel meeting.

During the panel meeting, the panel members engage in a detailed discussion about the ranking of the applications. One possible outcome of this discussion is that applications with a lower total score can be ranked higher if the entire panel agrees with this new ranking. Based on this discussion, the panel defines a cut-off line, meaning a limit above which all the applications are deemed to be generally worth funding ('worthy of funding' pool).

From this pool of applications worth funding, the panel selects the most convincing applications based on the discussion of the criteria (no more than 15 approvals). Each panel member also has one wild card: Each panel member can use his/her wild card to select a project of his/her choice from the 'worthy of funding' pool and include it on the list of actually funded projects, contrary to the opinion of the other panel members. However, the total number of selected projects cannot exceed 15.

Then, an equal number of applications are chosen by random from the remaining pool of applications worth funding (an additional 15 approvals). This decision-making procedure, which is being used for the first-time by the FWF, only applies to applications that have already been identified by the panel as being worthy of funding on the basis of the quality criteria. The reason why this procedure is only being used for these applications is that it can be assumed that the applications in the 'worthy of funding' pool display only slight or hardly

noticeable differences in terms of scientific/scholarly quality. This partially random procedure, as a new component of the decision-making process, and the entire procedure are being evaluated on an ongoing basis.

The research institute and the principal investigator are informed in writing of the FWF's decision. On account of the high number of applications expected and to ensure a quick and efficient procedure, only two standardised reasons for rejection are used. Applications in the 'worthy of funding' pool that are not chosen for funding can be submitted again as part of the next call for proposals. All the other applications that were not part of the pool cannot be submitted again in the next call for proposals.

Requests for changes

After the end of the deadline, no changes can be made to

- the project description (i.e., Research approach, Project implementation, Risk assessment and learning potential, and References)
- the academic abstract,
- the programme specific data form: proof of academic qualifications as well as
- Annexes 1 and 2.

Inaccurate or incomplete information can be corrected on the application form, the Co-authors form, or the Cost breakdown form, provided that the project-specific cost justification included in the application is not affected by these changes. These errors can only be corrected after the FWF Office has prepared and sent a list of formal errors. The principal investigator has 10 days from when the list is sent to correct the errors. If the problems have not been resolved within this period of time, the decision-making bodies of the FWF will return these proposals without review.

Returning applications without review

Please note that all applications that do not meet the specified form requirements/formats (number of pages, font, line spacing, character limit for the abstract, completeness of the application, etc.) and application requirements (submission deadline, minimum publication record required, anonymity, structure and subsections of the project description, requirements on headings and the aspects to be addressed in the project description and the academic abstract, cost justifications, etc.) will be returned without review, without exception, by the decision-making bodies of the FWF.

4. Compliance with legal requirements and standards of research integrity

The FWF would like to point out that the research institute must comply with all legal requirements and safety provisions (e.g., Federal Disabilities Act) that apply for the project and obtain all the necessary permits (e.g., from the Ethics Commission, the Commission for Animal Experimentation, the Federal Monuments Authority Austria, or the relevant foreign authorities).

The research institute is also responsible for ensuring that the guidelines for [good scientific practice](#) of the Austrian Agency for Research Integrity (ÖAWI) are complied with when submitting the application and carrying out the project.

If there is reason to believe that there have been deviations from these standards, an investigation is to be carried out by the respective research institution or the [Austrian Agency for Research Integrity](#) (ÖAWI) is to be informed of this suspicion. At any rate, the research institute must report any cases of suspected serious deviations to the ÖAWI. The FWF reserves the right to suspend, in part or in whole, any procedures related to applications or ongoing projects until these investigations have been concluded. For more detailed information, see [FWF procedure in cases of suspected scientific misconduct](#).

5. Publication of project data and results

Should the project be approved, a summary of the project in German and English for public relations purposes must be sent to the FWF when returning the grant agreement. The FWF will publish on its website—The amount of funding granted and, on project completion, summaries of the final report of the project will publish on the website of the FWF. The content of these summaries is to be written in such a way as to safeguard the legitimate interests of secrecy for reasons of national security and patent rights and to guarantee that trade secrets are protected appropriately.

In addition, the FWF requires a data management plan (DMP) for all approved projects. This should also be sent to the FWF when returning the grant agreement. The template for the DMP can be viewed and downloaded at <https://www.fwf.ac.at/en/research-funding/open-access-policy/research-data-management/>.

In presentations and publications of project results, the applicants must comply with the relevant requirements on acknowledging the FWF as the funding institution and the FWF's [Open Access Policy](#).

6. ANNEX 1: Information on the research institute and description of financial aspects

Note: The information on the research institute and the description of financial aspects shall be described in English using the following structure and submitted as Annex 1. The list and justification of the costs requested must be consistent with the costs indicated in the Cost breakdown form.

Please note that if a justification of costs is not included, the application will be returned without review.

a) Details on the research institution of the principal investigator:

- Existing personnel (not financed by the FWF, usually the principal investigator and research personnel at the research institution)
- Existing infrastructure

b) Information on the funding requested:

- Concise justifications for the personnel requested (type(s) of requested position(s), job descriptions, extent of employment, and duration of involvement in the project); please note that funding cannot be requested for doctoral candidate positions.
- Concise justifications for non-personnel costs (equipment, materials, travel expenses, and other costs). If funding for equipment is requested, applicants must explain why this does not constitute part of the basic equipment of the given research environment—see also the application guidelines above.

List and justification of the personnel costs applied for:

List and justification of the equipment costs applied for:

List and justification of the material costs applied for:

List and justification of the travel expenses applied for:

List and justification of other costs applied for:

7. ANNEX 2: Notes and questions for panel members of the funding programme

In all of its programmes, the FWF actively supports equal opportunities and equal treatment. The review of an application must not put applicants at a disadvantage for non-research-related reasons.

The FWF is obligated to ensure the best possible use of public-sector funds for basic research according to scientific/scholarly research criteria. We would ask you to rate the application – in comparison to the other applications you are assessing for the present call – by assigning a number from 1-5 (5 = highest score, 1 = lowest score) for each of the following evaluation criteria. We would also ask you to write an overall evaluation considering the key strengths and weaknesses of the application. Please keep in mind that your overall evaluations can be forwarded in anonymous form to the principal investigator and possibly to other members of the panel.

Criterion 1 (50% of the total score): Transformative potential of the research idea

Assess the extent to which the underlying research idea has the potential to fundamentally challenge a research domain, an established notion of research, or the accepted status quo or cause an unexpectedly big leap in the current research domain. Consideration should also be given to whether the scientific/scholarly foundation of the research idea has been described in sufficient detail.

Criterion 2 (30% of the total score): Feasibility of the proposed research approach

Indicate the extent to which the application has a complete and coherent methodological approach as well as implementation plan for verifying the hypotheses and/or working on the research questions.

Criterion 3 (20% of the total score): Coherence and strength of the overall research proposal

Indicate the extent to which the project proposal displays a high degree of coherence between its parts (research approach, project implementation, risk assessment and learning potential) and stands out not only due to its content, but also its convincing manner of presentation. Assess also whether the risks associated with the project and the possible learnings in the case of failure have been addressed adequately.

Finally, make a few brief comments on the strengths and weaknesses of the application.