

Specifications for the preparation of PR summaries

Before the actual work on an approved project can begin, PR summaries in German and English must be sent to the FWF for its public relations work.

Please note that both the German and English PR summaries as well as the amount of funding granted and, on project completion, summaries of the final report of the project will be published on the FWF website. Therefore, care should be taken to ensure that the contents of these summaries are designed in such a way as to safeguard legitimate interests of secrecy for reasons of national defence and patent law and, that trade secrets are appropriately protected.

The PR summary for public relations work must be prepared in both German and English on a maximum of one DIN A4 page each with a maximum of 3000 characters including spaces, without quoting the project title. No special characters, illustrations, tables, footnotes, colour markings, etc. may be used.

The PR summary is intended to make the research project easily understandable for laypersons (for orientation: suitable for 14-year-olds) and to communicate it using as few technical terms as possible. Under no circumstances should it be a copy of the existing academic abstract of the project!

The PR summaries must be sent as Word documents (.docx) electronically, preferably via Elane uploaded as an additional application (including changes and subsequent submissions) or by e-mail to the project officers at the FWF listed in the respective grant agreement before returning the signed grant agreement.