

Research Institution Portal – Registration

The FWF provides a research institution portal for submitting project proposals through research institutions (PROFI application mode). All applications are submitted online using this portal.

In order to use the research institution portal, an [application form for registration to the research institution portal](#) must be completed and signed by the head of the research institution. The person specified in the application (the individual at the research institution responsible for the research institution portal) is responsible for assigning the various roles at the research institution in the portal. An account must be created for this individual at <https://fst.fwf.ac.at>. Further documentation may be required to verify the requirements for registration. Please send the application form and any additional documents to the FWF by email (FST-Portal@fwf.ac.at).

Only legal entities based in Austria are eligible for registration (with the exception of Money follows Researcher, see below).

If the research institution is not predominantly publicly funded, please provide proof of ownership of the research institution and the most recent financial statements or a statement of revenues and expenditures. Please provide details of the research institution's finances or, if applicable, which legal provisions are in place to ensure the financing of the research institution: Further documents may be requested as part of the review process.

Please note that final approval is subject to the positive completion of the registration to the research institution portal. After verification of all required documents, you will be notified of the result of the registration. Please allow approx. 4 weeks for the verification process. This is particularly important for calls or programs with a submission deadline; be sure to submit your application and all required documents for review well in advance.

Money follows Researcher - Transferring a project to an international research institution

The FWF allows FWF projects to be transferred to specific partner countries under certain conditions. If the project is in PROFI mode, the research institution in the Money follows Researcher (MfR) partner country is also subject to review and must meet the registration

requirements. Once registration has been successfully completed, access to the research institution portal is granted, but the research institution in the MfR partner country is not eligible to submit FWF applications.

If you have any questions about the research institution portal, please don't hesitate to contact Uwe von Ahsen (+43 676 83487 8611, uwe.vonahsen@fwf.ac.at). For technical inquiries about access to the portal, please send an email to elane@fwf.ac.at.