



## Guidelines for Research Council of Finland's RRF reporting

Document versions:

Version	Date	Changes
1.1	24.2.2025	Mention of reporting deadlines added. Mention of selecting final report template in online services added. Mention of the opportunity to save the Webropol form added.
1.0	29.1.2024	Final guidelines

Research infrastructures and research projects in key areas of the green and digital transition have received funding under the [Recovery and Resilience Plan](#) of Finland's Sustainable Growth Programme. The research infrastructures supported by RRF funding were selected in a call opened for [national research infrastructures in 2021](#) and a call opened [for local and regional research infrastructures in 2022](#). The research projects in key areas of the green and digital transition were selected in funding calls opened in [2021](#) and [2022](#).

Below are links to the funding decision announcements and the lists of funded projects.

All projects that received RRF funding

- [List of all projects by organisation \(PDF\)](#)

National research infrastructures

- [Funding decision announcement](#)
- [List of all supported national research infrastructures \(PDF, in Finnish\)](#)

Local and regional research infrastructures

- [Funding decision announcement](#)
- [List of all supported local research infrastructures \(PDF\)](#)

Key areas of green and digital transition

- [Funding decision announcement 2021](#)
- [List of all supported projects in 2021 \(PDF\)](#)
- [Funding decision announcement 2022](#)
- [List of all supported projects in 2022](#)

Section 6 of the RRF Act designates the task for the Research Council of Finland to monitor the use of support in accordance with Section 12 and ensure that the information to be provided to the State Treasury regarding the use of support, achievement of the objectives set for support, as well as supervision and audit of support, is comprehensive and error-free and meets the content requirements of the centralised information system.

The Research Council of Finland reports to the European Commission on the achievement of the objectives of Finland's Sustainable Growth Programme. The projects' RRF reports are part of the documentary evidence provided to the Commission to assess the realisation of the objectives. In addition, the reporting materials are used in the RRF programme evaluation. Therefore, it is important to ensure that the prepared report comprehensively describes the activities of the project or infrastructure.

The projects and research infrastructure projects are required to submit a consortium-wide RRF report to the Research Council of Finland after the end of the funding period. For projects that have ended on 31 December 2024, the deadline is on 31 March 2025, and for projects that end on 31 December 2025, the deadline is on 28 February 2026. The audit report must be submitted within three months of the end of the funding period.

**The RRF report replaces the interim and final reports mentioned in the RRF-specific conditions submitted as an attachment to the project's funding decision.**

Compliance with the terms, guidelines and the RRF regulation is assessed based on the consortium project's RRF report and the audit reports of all subprojects. The RRF report and the audit report are approved by the panel or committee that made the funding decision.

The consortium completes one report, which must summarise the activities from all subprojects. Please complete the RRF report in English.

**The RRF reporting consists of four parts:**

**1) Reporting Form to be Completed in the Research Council of Finland's Online Service (SARA)**

The reporting form is available in the Research Council of Finland's online service (SARA) under the funding decision of the consortium leader's subproject. Please select final report in the online service. Reporting rights are primarily granted to the consortium leader, but the consortium leader can authorise other individuals to complete the reporting form (see [instructions on granting authority for an application or](#)



[report to another person](#)). The Research Council of Finland's Guide for Completing the Reporting Form ([PDF](#)) can be used to assist in filling out the form.

All sections of the reporting form in the online service must be completed, except for the following:

For research infrastructure projects:

Section 4: Operation of the research infrastructure

Section 14: Effects and impact

For research project reports:

Section 6: Implementation of the research project

Section 19: Impact beyond academia

In the text fields of these questions, the text "Will be reported in a separate Webropol form" must be entered.

## **2) Webropol Form on the Impact and Outcomes of the Project**

The consortium leader completes a Webropol form corresponding to the funding type of their project. The form's questions focus on the impact and outcomes of the project. It is possible to save the Webropol form and continue responding later.

A PDF copy of the summary page of the completed Webropol form must be saved and submitted in the online services under the funding decision's additional information section (My applications > Decided > Additional information).

[Webropol form for Research projects of key areas of green and digital transition](#)

[Webropol form for National research infrastructures \(FIRI2021\)](#)

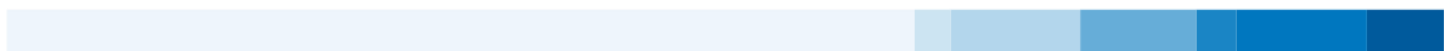
[Webropol form for Local and regional research infrastructures \(FIRI2022\)](#)

## **3) Impact story**

For RRF-funded research projects and research infrastructure projects, at least one impact story must be prepared and attached as an appendix to the RRF report. The impact story should address the advancement of sustainable growth.

Impact story or impact stories are submitted in the online services under the funding decision's additional information section (My applications > Decided > Additional information).

[Instructions for impact story](#)





#### 4) Do No Significant Harm (DNSH) self-assessment

Research projects and research infrastructures funded from the Recovery and Resilience Facility (RRF) must conduct a self-assessment on the implementation of the 'Do No Significant Harm' principle after the completion of the project. The DNSH self-assessment is submitted in the online services under the funding decision's additional information section (My applications > Decided > Additional information).

[Instructions for the DNSH self-assessment](#)  
[Do No Significant Harm \(DNSH\) self-assessment form](#)

#### Instructions and forms on the RRF page

- [Guidelines for scientific reporting \(PDF\)](#)
- [Online services \(SARA\) instructions](#)
- [DNSH self-assessment](#) (attachment)

#### Additional information

- [rrf@aka.fi](mailto:rrf@aka.fi)