

Open Access Publication Fund Funding Guidelines

Requirements for applicants

- The applicant must be a member of the Paris Lodron University Salzburg (PLUS) and be in active employment with the PLUS at the time of application, or a doctoral student at the Doctorate School PLUS.
- In the case of co-authorship, the applicant must be submitting or corresponding author.
- The affiliation must be University of Salzburg. The "Affiliation Policy" of the university is authoritative for the indication of affiliation.

Requirements for publication in a journal

- The journal must be listed in the Directory of Open Access Journals. The journal must meet the quality criteria defined there and carry out a review process appropriate to the discipline (e.g. peer review).
- Publication fees can be funded up to a maximum of € 3,000.00. The funding amount for publications within the framework of existing institutional publishing agreements may differ.
- For open access journals published at PLUS and financed by publication fees, the maximum funding amount is EUR 2,000.00 (excl. VAT) per journal per year.
- Only articles published under a free license (Creative Commons) are eligible for funding.
- Funding for Open Access articles in subscription-based journals (hybrid Open Access) is possible if the journal is published by a publisher with whom PLUS has concluded a contractual agreement on the appropriate crediting of publication fees against the subscription fee (offsetting). A list of journals is available on the University Library's Open Access website.

Requirements for the publication of monographs and edited volumes

- A review process that is appropriate in the discipline must be guaranteed. Publishers must be listed in the Directory of Open Access Books, is a member of the Open Access Scholarly Publishing Association (OASPA) or have demonstrated compliance with the OASPA quality criteria.
- The highest possible funding amount can be a maximum of € 8,000.00. If the publication fee is higher, the costs may be split between several parties.
- A service contract specifying the open access services to be provided and the expected publication date is concluded with the publisher.

Requirements for the publication of contributions in edited volumes

- Publication fees can be funded up to a maximum of € 3,000.00.
- A review process that is appropriate in the discipline must be guaranteed. Publishers must be listed in the Directory of Open Access Books, is a member of the Open Access Scholarly Publishing Association (OASPA) or have demonstrated compliance with the OASPA quality criteria.

Further requirements

- Only publications that have not yet been published are eligible for funding.
- Only costs that are directly related to making the publication open access are eligible for funding (no submission fees, colour charges or similar).
- Publications that have been produced with support from external funding bodies are only eligible for funding if the funding body demonstrably does not cover the costs for the open access publication.
- The application must be submitted using the relevant application form and stating the ORCID of the applicant.
- The publication must be archived on ePLUS, the PLUS institutional repository.
- The funding must be mentioned in the Acknowledgements of the publication.
- The publication will be included in a list of funded publications, which is accessible on the university home page.
- If funds are limited, the number of eligible articles per author may be restricted.
- For applications in foreign currencies, the corresponding reference exchange rate of the European Central Bank to the EUR on the day the application is submitted applies. This exchange rate is used to determine the amount in foreign currency that corresponds to the maximum funding amount in EUR and can therefore be covered by the Publication Fund. A financing agreement must be concluded for amounts in foreign currency in excess of this, on the premise that this will only be applicable if the total invoice amount exceeds the maximum funding amount in EUR on the day of settlement.

Procedure

- An application can be submitted as soon as the publication has been submitted to a publisher or shortly before submission (1 week). A confirmation of the submission may be requested.
- Funding from the Open Access Publication Fund will be considered according to financial resources and the order in which applications are received.

Contact Point for questions

If you have any questions, the University Library Department will be happy to advise you on the topics of Open Access and electronic publishing.

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