Funding request: publishing/open access charges

**Please answer all questions fully**: incomplete information will delay the decision-making process.

All support for publishing charges (both standard charges and open access fees) must be agreed before submission to the publisher or you risk meeting any incurred costs personally.

**You should consult the University’s policy and guidance on open research before completing this form**: [**edgehill.ac.uk/research/oa**](https://www.edgehill.ac.uk/research/oa/).

Library and Learning Services have guidance on [**Open Access options for researchers**](https://go.edgehill.ac.uk/display/ls/Open%2Baccess%2Boptions%2Bfor%2Bresearchers), before making a request for OA funding, you must speak with the Research Support Librarian to discuss your options for open access publication.

# Purpose of funds

| **Open access charges** | **Other publishing charges** |
| --- | --- |
| [ ]  | [ ]  |

# Applicant details

|  | **Response** |
| --- | --- |
| **Applicant’s name:** |  |
| **Department/area:** |  |

# Article details

|  | **Response** |
| --- | --- |
| **Title of article:** |  |
| **Other article authors and their institutional affiliations (in order of credit):** |  |

## Host publication details

|  | **Response** |
| --- | --- |
| **Publisher:** |  |
| **Host publication title:** |  |
| **Host publication ISSN:***(e.g. 1234-5678; if in doubt, check* [*Sherpa Romeo*](http://www.sherpa.ac.uk/romeo/index.php?la=en&fIDnum=|&mode=simple) *or the journal’s website).* |  |
| **Link to host publication on** [**Sherpa Romeo**](http://www.sherpa.ac.uk/romeo/index.php?la=en&fIDnum=|&mode=simple) **or the publication’s own website:** |  |
| **Names and affiliations of the host publication’s editorial board members:** |  |
| **What is the standing of this publication in your discipline and how is this determined? (100-250 words)***Please provide enough detail to allow a lay audience to make a judgement (this can include – but should not rely on – metric information).* |  |
| **Comments from Library and Learning Services in support of request:**  |  |

## Details of open access charges

*If the request is not for open access charges, skip this section and go straight to section 3.3.*

|  | **Response** |
| --- | --- |
| **Does this publication offer a green open access option?** |  |
| **If YES:****Please give a clear explanation why it is in the University’s interest not to use the green option. Include details of the green embargo period.** |  |
| **If NO:** **What are the alternative ‘green’ options in other journals and why are you not pursuing them?** |  |

## details of other publishing charges

*If the request is* ***not*** *for other publishing charges, you should have completed section 3.2. Skip section 3.3 and go straight to section 3.4.*

| **Please give a brief description of the what the funds are intended to pay for.** |
| --- |
|  |

## Requested Cost

*You need to complete this whether you are applying for open access or other publishing charges.*

|  | **Response** |
| --- | --- |
| **Please provide details of the cost, including VAT where applicable; if the paper is joint-authored, how is the cost shared:** |  |
| **How does this publication fit with your REF plans?** |  |

# funding source for the research project

| **External sources** | **University sources** |
| --- | --- |
| [ ]  | [ ]  |

| **Please provide details of the project funding (e.g. funder, scheme, EHU job code etc)** |
| --- |
|  |

**Please return your completed form to** **research@edgehill.ac.uk**

**All applications received by the 15th of the month will be reviewed soon after this date.**