


Fund Application Procedures

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Open Access Fund Application

By submitting the below form, I agree that if funds are granted, I will submit my article to the CU-Boulder institutional repository in a timely manner, and that I will provide attribution to the Open Access Fund as provided for in the [application policies and procedures](#).

Name *

Colorado.EDU e-mail address *

Phone number *

Status *

☐ Faculty

☐ Postdoc

☐ PhD student

☐ Master's student

☐ Other

Department *

Title of article to be published open access *

Title of open access journal/publication outlet *

Names/affiliations of co-authors

Total charges required by the publisher for open access publication *

Total amount available for publication fees from grants or other sources *

Please list grant funds and Open Access funds available to co-authors (if applicable).

Total amount requested from the Open Access Fund *

Statement or invoice for the publication fee *

No file selected.

Files must be less than 2 MB.

Allowed file types: pdf.

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184 UCB
1720 Pleasant Street
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Boulder, CO 80309-0184


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102 Representative Documents: Fund Application Procedures

- **Articles published in commercial journals will not be eligible for funding, even if the journal has an option to make individual articles openly available. Articles from commercial journals that will be made open access 6-12 months after the initial publication date to fulfill federal mandates will not be considered for funding.**
- Reimbursement will not cover the cost of reprints, color illustrations, non-OA page charges, etc.
- Articles that are supported by a gift or grant from a foundation, institution or agency that allows granted funds to be used for article processing fees are not eligible for reimbursement.
- Applications will be reviewed by CSU Libraries and a decision for funding support will be communicated to the author within 5 working days of submission.
- Reimbursement will be made once the article has been accepted for publication and the author has provided a copy of the publisher's invoice to the Libraries. Reimbursement could take up to 3 weeks after invoice submission.
- The author must deposit the article into [CSU's digital repository](#) within 6 months of publication. Authors should review journal criteria to ensure they are complying with copyright.
- Authors may apply to reserve funds before an article is submitted to an OA journal to insure that money is available when the article is accepted. Reserved funds will be held for 6 months, at which time unused money will be returned to the pool. If an article has been accepted, the acceptance letter may be used to extend the 6-month reservation period.
- Funding applications may be submitted at any time when the OARS Fund is open, although reimbursement cannot be processed until an article is accepted and the author has been invoiced. To ensure that funds are available to subsidize an article, authors are encouraged to apply for OARS funds when they submit an article that will incur open access fees.

Open Access Research & Scholarship (OARS) Fund Application Form


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COAP Fund Instructions for Application and Reimbursement

You must be able to answer “yes” to all the questions below to be eligible to apply for reimbursement from the COAP Fund.

1. Are you a Columbia faculty or staff member, postdoc, or currently enrolled graduate or undergraduate student?
2. Are you applying for funds to help underwrite article-processing charges related to publishing your peer-reviewed scholarly article in an open-access journal?
3. Are you publishing in an open-access journal that provides unfettered access to all peer-reviewed articles; has publicly available a standard article fee schedule; is a member of the Open Access Publishers Association OR adheres to its Code of Conduct; and has a policy to waive fees in cases of economic hardship?
4. Can you confirm that you do not have any other source of funding to cover article-processing fees?
5. Was your article accepted for publication after January 1, 2010?

See the [fund guidelines](#) or [frequently asked questions](#) for more information.

Apply for Approval

Please apply to the COAP Fund upon your article's acceptance for publication.

1. Fill out the [application form](#) and submit it online.
2. Pay the article processing charge using your credit card or personal check.
3. If your application is approved, submit a request for reimbursement.

Reimbursement Instructions

The COAP Fund will only reimburse individuals who can provide an invoice from the publisher and proof of payment. **[Please note: COAP Fund policy has changed and we can no longer reimburse departmental accounts.]**

To request reimbursement, please submit the following.

1. Invoice from the publisher. Acceptable formats include emails and PDFs.
2. Proof of payment. Acceptable proofs of payment from individual's accounts are:
 - Canceled check (or copy of both the front and back of a canceled check)
 - Credit card receipt (original required)
 - Credit card statement
3. Reimbursement forms. These are:
 - W-9 form *[Please note that this is not needed if you are currently employed by CU.]*
 - **Travel and Business Expense form**

You may email the filled-out and signed documents to coapfund@columbia.edu. You can also fax documents to 212-854-9099, attn: Nicole or mail them to::

COAP Fund
CDRS
Mail Code 3301
201 Lehman Library


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Application for COAP Funding

Please fill out this form and click the "Submit Application" button at the bottom of the page.

Date: 

Your Name: (required)

Your UNI: (required)

Status at Columbia: (required)

Campus Department: (required)

Campus Address: (required)

Department Contact Person: (required)

Department Contact Telephone: (required)


Department Contact E-mail: (valid e-mail required)

Title of Paper: (required)

Does the paper have additional authors?
☐ No ☐ Yes

Title of Journal: (required)

Publisher: (required)

Expected Date of Publication (if known): 

Upload copy of paper:

Link to Open Access Policies on Journal Website: (required)

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<http://scholcomm.columbia.edu/services/coap-fund/application-for-coap-funding/>

Total article-processing fees: (required)

I request funding in the amount of: (required)

Additional info for the reviewer (if applicable):

Please check the boxes below to confirm that you do not have other sources of funding to underwrite article-processing fees for this paper

I do not have a grant that supports publication funding ☐

I do not have any other funds, e.g. department funds, that I can use to pay for this paper ☐

cforms contact form by delicious:days

Scholarly Communication Program



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Cornell University
Library

COAP Application for Funding

The Provost and Cornell University Library have agreed to underwrite on an experimental basis reasonable article processing fees for open-access scholarly journals for which funds are not otherwise available.

Name *

Email *

Title of Article or Book *

Journal (if applicable) *

Publisher *

Total processing charge for publication *

Total number of authors *

Number of Cornell authors *

Amount requested *

Submitting Author

Author *

Author Department *

Author current Cornell status *

- Select -

Co-Author +

Co-Author +

Co-Author +

Non-Cornell Co-Authors +

By checking the boxes below, I attest to the following:

- ☐ I do not have either grant or department funds to pay these charges. If the research underlying the publication was supported by gifts or grants, the granting agency, foundation, or other institution supporting the research (including Cornell University itself) does not allow granted funds to be used for publication or processing fees.
- ☐ The work has been accepted for publication following peer review.
- ☐ The publication where the work will appear is openly accessible (i.e., no charge to readers or readers' institutions) in its entirety. For journal articles: the journal named in the application form is an established "pure" open access publication, i.e., every article in the journal is freely available.
- ☐ The funds I am requesting will be used for publication fees (including page charges) and submission fees.
- ☐ In my estimation, the fees charged by the publisher are reasonable. They are based on a standard fee schedule (please provide URL).

URL for fee schedule

Books only

- ☐ I have consulted with the COAP administrator, prior to submitting this application, about the eligibility of my open access book project.

Journal articles only

- ☐ The journal is listed in the Directory of Open Access Journals (<https://doaj.org/>) and the publisher is a member of the Open Access Scholarly Publishers Association or adheres to its Code of Conduct. Please provide URL for DOAJ listing.

URL for DOAJ listing

- ☐ The journal named above has a policy to substantially waive fees in case of economic hardship.

By submitting this form, you accept the Mollom privacy policy.

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Open Access Fund Proposal

<https://open.library.emory.edu/publications/oa-fund/proposal/>

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Open Access Fund Proposal

Journal or Book Title *

Article Title (if book, enter N/A) *

Funding Status *

Not yet submitted

Author Information

First Name *

Last Name *

Email *

Phone *

Department *

School or Division *

Co-Authors *

NOTE: A comma separated list of co-authors if applicable

Status *

Faculty

Publisher *

Expected Pub Date *

Publication Fees *


Are you seeking funds for data archiving? *

☐ Yes ☐ No

Archiving Fees

Data Repository

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Open Access Funding

Fields marked with * are required

Please note that you will receive a copy of this form at the given email address below.

Applicant Information

Name *

Email *

Department *

College *

—Select—

Department Affiliation *

Status *

Faculty

Contact Person Name (if different)

Contact Person Title

Contact Person Phone Number



Contact Person Email

Publication Information

Type of Peer-Reviewed Publication *

☐ Journal

☐ Monograph

Journal Name or Book Title *	
<input type="text"/>	
Publisher *	
<input type="text"/>	
Publisher URL *	
<input type="text"/>	
Article, Chapter or Monograph Title *	
<input type="text"/>	
Co-Authors and Affiliations	
<input type="text"/>	
Anticipated Publication Date (if known)	
<input type="text"/> 	
Where is the Article, Chapter, or Book in the Publication Process? *	
<input type="radio"/> Submitted for Review	
<input type="radio"/> In Revision	
<input type="radio"/> Accepted for Publication	
<input type="radio"/> Other <input type="text"/>	
Article Processing Fee *	
\$ <input type="text"/>	
Amount Requested from OA Fund *	
\$ <input type="text"/>	
When does the Publisher Require Payment?	
<input type="text"/> 	
Please attach the invoice if you have received one:	
<input type="button" value="Browse..."/> No file selected. Accepted file types: doc, docx, pdf.	
<hr/>	
The University of Iowa Libraries will submit a copy of your publication to Iowa Research Online.	
Do you agree to this? *	
<input type="checkbox"/> Yes	
I confirm that adequate alternate funding, including grants or department funds, is not available. *	
<input type="checkbox"/> Yes	
Comments or Additional Information	
<input type="text"/>	


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One University Open Access Author Fund Request Form

<http://library.kumc.edu/oa-funding-request-form.xml>

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Library Home > OA Funding Request Form

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One University Open Access Author Fund Request Form

Applicant's Name *

Applicant's KU/KUMC Email *

ex: myname@ku.edu

Applicant's Phone *

Applicant's Status *

☐ Tenured

☐ Non-tenure track (midcareer - longer than 5 years)

☐ Tenure-track, untenured

☐ Early career researcher/staff (first 5 years), non-tenure track

☐ Graduate Student

Campus *

☐ Lawrence

☐ Edwards

☐ KUMC Kansas City

☐ KUMC Wichita

☐ KUMC Salina

School or College *

☐ Architecture, Design, and Planning

☐ Arts

☐ Business

☐ Education

☐ Engineering

☐ Health Professions

☐ Journalism and Mass Communications

☐ Law

☐ College of Liberal Arts and Sciences

☐ Medicine

☐ Music

☐ Nursing

☐ Pharmacy

☐ Social Welfare

☐ Other

Related Info

The One University Open Access Author Fund at The University of Kansas

Publishing and Author Rights

One University Open Access Author Fund Report

Guide to Open Access Publishing

Open Access at KU

Read OA Funded Work at KU ScholarWorks

Electronic Theses and Dissertations (ETD)

UNIVERSITY OF KANSAS LIBRARIES

One University Open Access Author Fund Request Form

<http://library.kumc.edu/oa-funding-request-form.xml>

Department or Research Center *	<input type="text"/> <small>e.g. Biology, History</small>
Administrative Contact Name	<input type="text"/> <small>Person who will work with us on the author's behalf.</small>
Administrative Contact Email	<input type="text"/>
Administrative Contact Phone	<input type="text"/>
Is this Applicant also the Lead Author of the publication? *	<input type="radio"/> Yes <input type="radio"/> No
Was the majority of the research/scholarly work conducted by KU faculty/staff? *	<input type="radio"/> Yes <input type="radio"/> No
Article Title *	<input type="text"/>
Article Status *	<input type="radio"/> Manuscript ready to submit pending funding approval <input type="radio"/> Manuscript submitted <input type="radio"/> Manuscript accepted for publication
Journal Title *	<input type="text"/>
Journal Publisher *	<input type="text"/> <small>Tip: Find journal details at http://worldcat.org</small>
Does the publisher meet the general required criteria listed on the Open Access Fund site? Please review the requirements to be sure your journal/publisher meets requirements. Link *	<input type="radio"/> Yes <input type="radio"/> No
Total article processing charges (U.S. dollars) *	<input type="text"/> <small>Total amount charged by the publisher.</small>
Was grant funding used to produce the research this article is reporting? *	<input type="radio"/> Yes <input type="radio"/> No
How much of the publication costs are you able to cover through grant funding or another source? (U.S. dollars) *	<input type="text"/>
Amount applicant is requesting from the Fund (U.S. dollars) (up to the Fund cap of \$1,500) *	<input type="text"/>

One University Open Access Author Fund Request Form
<http://library.kumc.edu/oa-funding-request-form.xml>

Have you been awarded funds from KU's OAAF in the current fiscal year (July 1 - June 30)? *

☐ Yes
☐ No

Other special circumstances about your grant funding or your need for funds for this open access article.

0/150


Is this your first time ever applying for this Fund? *

☐ Yes
☐ No



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Dykes Library

The University of Kansas Medical Center
 2100 West 39th Ave
 Kansas City, Kansas 66103
 (913) 588-7166



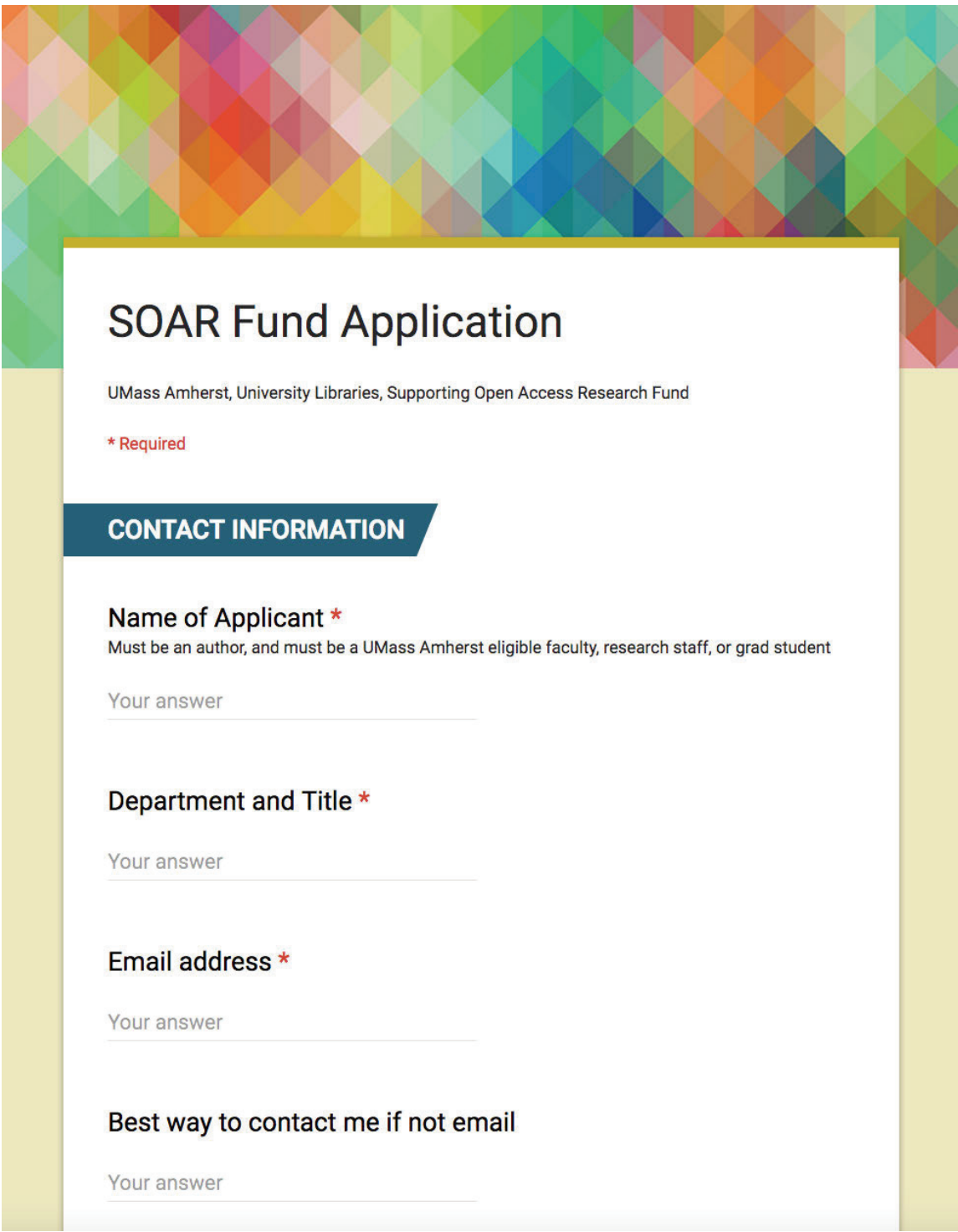
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SOAR Fund Application

UMass Amherst, University Libraries, Supporting Open Access Research Fund

*** Required**

CONTACT INFORMATION

Name of Applicant *
Must be an author, and must be a UMass Amherst eligible faculty, research staff, or grad student

Your answer

Department and Title *

Your answer

Email address *

Your answer

Best way to contact me if not email

Your answer

UNIVERSITY OF MASSACHUSETTS AMHERST LIBRARIES

SOAR Fund Application

<https://docs.google.com/forms/d/1wK1DQm4Oik1vPg2YvsOt-JxGHDAyG8U06YN8LFldmg/viewform?c=0&w=1>

Contact information for departmental bookkeeper / financial manager *

The Libraries' SOAR Fund will transfer payment to your department, permitting you to follow any reimbursement procedures your department sets. Please provide contact information for your department's bookkeeper / financial manager, and we will take it from there.

Your answer

Department ID and Fund Name / ID

Optional; if you know it, this will expedite transfers

Your answer

PUBLICATION INFORMATION

Full citation for your work. Include (1) title of your work; (2) all co-authors & institutional affiliations; (3) full name of journal or full name of book and its publisher; (4) anticipated date of publication. *

Your answer

NEXT

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Northwestern Open Access Fund Request

Your Name *

First

Last

Your Email *

Your Northwestern Department, School or Unit Affiliation *

Does the article or paper for which you are requesting funds have additional authors? *

☒ Yes

☐ No

Title of your Article *

Title of the Journal that has Accepted Your Article for Publication *

Name of the Journal Publisher

Amount of Money Being Requested *

Expected Publication Date for Article

 / /

MM

DD

YYYY



Do you have a Grant or Access to Other Funds that can be used for Publishing Costs? *

☒ Yes


☐ No

Is the Research on Which you are Publishing Supported by a Grant? If so, Please Supply the name of the Funder:

Please Verify that you are Willing to Deposit a copy of your Article with the Library *

☒ Yes, I will email the final copy of my article to the library.

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Penn Libraries has established a limited fund to support open-access publication. For more information regarding your eligibility, please see the [FAQ](#).

Name*

Email*

1. I am an employee of the University of Pennsylvania.*
☐ Yes
☐ No

2. I attest that I do not have either grant or department funds to pay article processing fees. If research for the article was supported by gifts or grants, the granting agency, foundation, or other institution supporting the research (including the University of Pennsylvania itself) does not allow granted funds to be used for article processing fees (whether or not the particular grant had budgeted for such fees)*.
☐ Yes
☐ No

3. My article will appear in this peer-reviewed journal*.

4. The journal named above is an established "pure" open-access journal that doesn't charge readers or their institutions for access to any of the peer-reviewed articles that it publishes. The journal is listed in the Directory of Open Access Journals (doaj.org) and the publisher is a member of the Open Access Scholarly Publishers Association (oaspa.org) or adheres to its Code of Conduct (oaspa.org/membership/code-of-conduct)*.
☐ Yes
☐ No

5. The funds I am requesting will be used for publication fees (including page charges) and submission fees*.
☐ Yes
☐ No

6. The fees charged by the journal are based on a publicly available standard fee schedule*.
☐ Yes
☐ No

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* required

<https://libraries.psu.edu/services/research-data-services/scholarly-publishing-services/open-access-publishing/penn-state-1>

120 Representative Documents: Fund Application Procedures

PENNSYLVANIA STATE UNIVERSITY LIBRARIES

The Penn State Libraries Open Access Fund Grant Application

<https://libraries.psu.edu/services/research-data-services/scholarly-publishing-services/open-access-publishing/penn-state-1>

Publication Status

☐ Submitted to journal

☐ Not yet submitted to journal

☐ Accepted for publication by journal

☐ Other (please specify):

Open Access Fee Amount *

Have you obtained open access publication funding from any other funding source? *

☐ Yes

☐ No

Please upload a draft of the article *

All articles submitted for funding will be confidential during the selection process.

Files must be less than **20 MB**.

Allowed file types: pdf doc docx.

No file selected.

Faculty Advisor

If the applicant is an undergraduate student, please provide the name and Penn StateAccess ID of the student's faculty advisor directly involved in the research project.

Written Endorsement

If the applicant is an undergraduate student, please upload a written endorsement from a faculty advisor directly involved in the research project.

Files must be less than **10 MB**.

Allowed file types: rtf pdf doc docx.

No file selected.

Publicity *


We plan to publicize grant recipients' names and article information on a Libraries web page as an additional way of providing visibility for your work. Please indicate if you agree to being listed. (Your answer to this question will not be considered in the decision whether or not to provide funding.)

☐ Yes

☐ No

Comments

Brief additional comments to the selection committee.

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SPEC Kit 353: Funding Article Processing Charges

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Thank you for your interest in the SIU Carbondale Open-Access Publishing Equity (SIU COPE) Fund. Please read the [Guidelines](#) to verify the eligibility of your article before applying.

Name: *

Email Address: *

Phone Number: *

Status: *

☐ Tenured / Tenure-track Faculty

☐ Nontenure-track Faculty

☐ Full-time Graduate Student

Department: *

Co-authors' Names (If Applicable):

Title of Article : *

Title of Journal: *

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<http://lib.siu.edu/cope-application>

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Carbondale
MC 6632
Carbondale, IL 62901

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Administrative Office:
453-2522
Circulation Services: 453-1455

Web Administrator

Enter URL where information about the journal's Author Processing Fees or Open Access Charges can be found: *

Status of Article:

- ☐ Preparing submission
☐ Submitted
☐ Accepted

Total charges related to providing open access to this article: *

Amount Requested from SIU COPE Fund: *

Maximum of \$1500.

Confirmation: *

- ☐ I confirm that I do not have other sources of funding that could be used to cover open access publication fees.

Articles whose underlying research was funded by grants that allow funds to be used for open access publication fees are not eligible for funding.

Financial Interests Confirmation: *

- ☐ I confirm that neither I nor any of my co-authors have a financial interest in the publishing company that publishes the journal listed in this application.

Comments:

SUBMIT

CONTACT MORRIS

Morris Library
Southern Illinois University
Mailcode 6632
Carbondale, IL 62901

P: 618-453-2522
F: 618-453-3440

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Open Publishing Support Fund Application

Application Instructions

Follow these instructions to request funding for publishing charges for articles in journals listed in the DOAJ and that provide free, immediate access to the contents and unrestricted non-commercial use with no embargo periods. Hybrid journals that make only selected articles open access are not eligible.

[Partial list of publishers who provide open access.](#)

Please send general questions to AVCRD@utk.edu. Questions about publishing parameters should be sent to [Rachel Caldwell](#), Scholarly Communication Librarian.

1. Ask the journal publisher about the possibility of a waiver or reduction of publishing charges. Report the results of your request in the appropriate box on the application form.
2. Complete and submit the online application form. Requests for funding can be made at the point of acceptance.
3. You will receive an email from the UT Office of Research and Engagement regarding the decision.
4. Please have your college/department pay the invoice up front.
5. Submit the paid invoice with IRIS document number and a copy of the email confirmation to Melanie Murphy, mtaylo10@utk.edu, 1534 White Avenue, Knoxville, TN, 37996-1529 (email preferred).

Application Form

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*All form fields are required. Some fields have specific formatting requirements.

Today's Date *

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Other Funding Sources *

☐ I confirm that I have no other sources of funding that could be used to cover open access fees.

Priority will be given to applicants who do not have grants or other institutional funds to cover open access fees.

UT Knoxville Author Information

Name

First Last

UT NetID *

Status with UT Knoxville *

☐ Faculty ☐ Postdoctoral Associate ☐ Enrolled Graduate Student

Campus Department *

Campus Address *

Phone *

Enter your phone number in the format (###)###-####

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Scholar's Collaborative OPF Application Form

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Title of journal to which article has been submitted *

Publisher *

Please provide a link to this journal's open access policy and open access fees* *

Total charges related to providing free immediate access to this article *








What is the outcome of your request that the publisher waive or reduce the charges? *


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Open Access Fund Application

If you have any questions regarding our process or this form, please contact Ellen Ramsey (ecr2c@virginia.edu).

Applicant Information

Name *

U.Va. computing ID, e.g. mst3k *

Department *

College/School/Center *

Email *

Status *

Contact Person (if different)

Contact Person Title

Contact Person Phone Number

Contact Person Email

Publication Information

Type of Peer-Reviewed Publication *

☐ Journal ☐ Monograph

Publication Title *

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Policies and Guidance

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Support for Open Access Publishing

Libra (UVA Institutional Repository)

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Need assistance?


These pages provide access to recommended sources of information on copyright and related issues. UVA students, faculty and staff who need more assistance may [contact the Copyright Team](#).

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Publication date (if known)	<input type="text"/> 
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Amount Requested from OA Fund *	<input type="text"/>
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Do you have alternative sources of funding (e.g., grant funds) available to subsidize article processing fees? ☐ Yes ☐ No
What is the publisher's fee?
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Link to publisher's open access policy and APC information

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130 Representative Documents: Fund Application Procedures

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