Fund Application Procedures
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 cover fees (if applicable).

Total amount requested from the Open Access Fund *

Statement or invoice for the publication fee *

Submit

Be Boulder.
Open Access Research and Scholarship (OARS) Fund

Apply for OARS Funds

Apply for OARS Funds
Open Access Discounts and Programs
Choosing an Open Access Journal

Eligibility

Please read the following information and click on the link at the bottom to apply for OARS funding.

- Applicant must be a CSU tenured/tenure track faculty member or a full-time research scientist.
- Applicant must be listed as an author, and the article must indicate CSU affiliation.
- This round of funding is targeted at authors who have not received OARS funding in the past. Authors who received OARS funding in 2014 or 2015 are not eligible to receive funding in this cycle.
- Applicant intends to publish article in a qualifying open access journal
- CSU Libraries' support for the publication must be acknowledged in the article whenever possible.
- Authors must apply for reimbursement via the Open Access Research & Scholarship (OARS) form.
- Application for funding can be made at any time, although reimbursement cannot be processed until an article is accepted for publication and the author has been invoiced.
- All reimbursement is on a first come, first served basis until the funding is exhausted. CSU faculty members who have not received OARS Funding in the past may receive 50% of open access processing fees up to $1,500 for one article, subject to the funding guidelines.
- Authors are encouraged to apply early to reserve funding.

Funding Guidelines and Process

- CSU faculty members who have not received OARS Funding in the past may receive: 50% of open access processing fees up to $1,500 for one article, subject to the funding guidelines. For example, if an article has an open access fee of $3,000, an author would receive $1,500 towards the open access publication charge.
- CSU Libraries has an open access fee of $5,000, an author would receive $2,500.
- This round of funding is targeted at authors who have not received OARS funding in the past. Authors who received OARS funding in 2014 or 2015 are not eligible to receive funding in this cycle.
- Applications will be accepted for forthcoming articles, and authors may also apply for reimbursement for articles published after October 1, 2015. Applications will be accepted until the allocated OARS funds are committed.
- Journals must be fully open access and should be listed in the OAFL Directory of Open Access Journals. Authors should NOT be listed on Beall’s List of Predatory Open Access Publishers. In cases where a journal does not meet these criteria, authors will be asked to briefly explain why the journal is an appropriate venue, given one’s discipline.
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 in 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 ensure 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.
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
Application for COAP Funding

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

Date: 
Your Name: 
Your UNI: 
Status at Columbia: select... (required)
Campus Department: (required)
Campus Address: (required)
Department Contact Person: 
Department Contact Telephone: (required)
Department Contact E-mail: (valid e-mail required)
Title of Paper: (required)
Does the paper have additional authors? 
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: http://

About
Events
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Research Data Management
Services
Contact

Subscribe to SCP Updates
Total article-processing fees: 

I request funding in the amount of: 

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

Submit Application
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.

Submit
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

http://www.lib.uiowa.edu/forms/openaccess/
One University Open Access Author Fund Request Form

Applicant's Name
Applicant's KU/KUMC Email
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
One University Open Access Author Fund Request Form

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

https://docs.google.com/forms/d/1wlKf1DQm4Oik1vPg2YvsOlJxGHDAyG8U06YN8LFIdmg/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

Page 1 of 3

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Google Forms
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

☐ ☐ ☐

☐ Yes
☐ No

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:

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

Back to top (#top)
Request for Open Access Funding:

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 a peer-reviewed journal.
   - ○ Yes
   - ○ No

4. The journal named above is an established "paying" open-access journal that does not 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

*required
**The Penn State Libraries Open Access Fund Grant Application**

Fields marked with an asterisk (*) are required.

The Penn State Libraries Author Open Access Fund is a pilot project sponsored by the University Libraries and designed to support open access to peer reviewed articles in cases where publication fees are not covered by grants or other funding sources. Any PennState faculty member, researcher, post-doc, graduate student, or staff member may apply for a grant to pay toward article processing fees.

Undergraduate authors may also be considered for grant awards with the endorsement of a faculty advisor directly involved in the research project.

Authors are limited to one award per academic year and the award itself is limited to a maximum of $2000 per article. Funds will be allocated on a first-come, first-served basis in the order of applications received which meet the criteria for acceptance. Please complete as much of the requested information as possible.

If you have questions about this form contact Publishing and Curation Services at 814-865-2486.

<table>
<thead>
<tr>
<th>Field</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Applicant Name</td>
<td><strong>Applicant Name</strong>&lt;sup&gt;*&lt;/sup&gt;&lt;br&gt;Required field for all applicants.</td>
</tr>
<tr>
<td>Penn State Access ID</td>
<td><strong>Penn State Access ID</strong>&lt;sup&gt;*&lt;/sup&gt;&lt;br&gt;This is the university identifier.</td>
</tr>
<tr>
<td>Example: abc9876</td>
<td>Example: abc9876</td>
</tr>
<tr>
<td>Applicant Email</td>
<td><strong>Applicant Email</strong>&lt;sup&gt;*&lt;/sup&gt;&lt;br&gt;Required field for all applicants.</td>
</tr>
<tr>
<td>Article Title</td>
<td><strong>Article Title</strong>&lt;sup&gt;*&lt;/sup&gt;&lt;br&gt;This is the title of your article.</td>
</tr>
<tr>
<td>Where are you submitting your article?</td>
<td><strong>Where are you submitting your article?</strong>&lt;sup&gt;*&lt;/sup&gt;&lt;br&gt;Please include title of journal and web address (url).</td>
</tr>
<tr>
<td>All Authors</td>
<td><strong>All Authors</strong>&lt;br&gt;Please list all authors and their affiliation for the article</td>
</tr>
</tbody>
</table>

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120   Representative Documents: Fund Application Procedures
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.
Browse... No file selected.

Upload

Faculty Advisor
If the applicant is an undergraduate student, please provide the name and Penn State Access 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.
Browse... No file selected.

Written Endorsement

Publicity *
We plan to publicize grant recipients' names and article information on a Libraries webpage 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.

Submit
SOUTHERN ILLINOIS UNIVERSITY CARBONDALE LIBRARY
SIU COPE Fund Application
http://lib.siu.edu/cope-application
Scholars’ Collaborative
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 AVOPD@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 LT 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 IRIIS document number and a copy of the email confirmation to Melanie Murphy, mitylo10@utk.edu, 1534 White Avenue, Knoxville, TN, 37996-1529 (email preferred).

Application Form
Scholar's Collaborative OPSF Application Form
https://www.lib.utk.edu/scholar/services/form/
VIRGINIA TECH LIBRARIES
Open access subvention fund request form
https://aqua.lib.vt.edu/oa-subvention.php
Open Access Author Fund Request Form

York University Libraries have directed a small portion of their collections budget in support of an open access author fund to cover Author Processing Charges for York researchers who wish to publish their work in open access journals. Please note that when the annual allocation has been expended, no further requests can be considered until the following fiscal year.

Fields marked with * are required.

Please select one *
- Full-time Faculty/Librarian
- Part-time Faculty/Librarian
- Graduate Student
- Staff
- Other

Author Information

Email Address *

Name of York author *

Department *

Phone Number *

Publication Information

Article Title *

Journal Title *