

CACSSS RESEARCH PUBLICATION FUND 2018-2019

TERMS AND CONDITIONS

1. The primary purpose of this fund is to support peer reviewed research output (not translations of existing outputs), such as publications by recognised academic publishers, where a shortfall may exist in meeting necessary publication costs. The fund exists to support in particular research monographs and edited collections of essays (but not the publication of conference proceedings); preference will be given to monographs over edited collections. The Fund will also support the outcomes of practice-based research and research outputs other than works published in print where these meet the same or commensurable standards of peer review. Consideration will also be given to publication costs arising from open access publication charges where these may be required to meet research funding requirements and are not otherwise funded.
2. Members of staff should actively consider making applications to the NUI for a [Grant for a Scholarly Publication](#).
3. Eligible costs include translation costs and preparation of camera-ready copy, e.g. drawing of figures, maps or plans; copyright charges; extra costs incurred through high quality reproduction of photographs; rights. Up to ten percent of the budget applied for may be used to meet promotion costs, e.g. support to attend a conference to promote a publication.
4. Permanent and fixed term academic staff from Schools, Departments and disciplines in the College of Arts, Celtic Studies and Social Sciences are eligible to apply. Research staff who may be included in the Research Quality Review as Category B staff are also eligible to apply, provided that no funding is provided by any other source to meet publication costs.
5. Awards will not exceed €1500.
6. As it is intended to support publications close to completion, written confirmation that the work has been accepted for publication must be submitted, together with details of the costs which the grant is intended to defray.
7. Publications which receive support from the Publications Fund must include an acknowledgement to the College of Arts, Celtic Studies and Social Sciences, University College Cork. A copy of the publication must be presented to the College of Arts, Celtic Studies and Social Sciences for donation to the Library.
8. Funding will be on a competitive basis. Eligibility to make applications will be conditional on having expended any previous grants from the fund and on presentation of copies of published works previously supported to the College.

9. **Incomplete forms** will not be considered. Applications will be assessed by a sub-committee of the Research and Innovation Committee.
10. As a rule, grants will be paid directly to the publisher concerned on receipt of an invoice issued in the name of **University College Cork**. On receipt, the invoice should be signed by the grant recipient and be forwarded to the College Financial Analyst for payment.
11. In exceptional circumstances where cost cannot be paid by invoice, an expense claim may be processed on Agresso to reimburse the grant recipient. In this case, normal procedures apply and proof of payment must be supplied, together with supporting procedures apply and proof of payment must be supplied, together with supporting documentation, e.g. invoices or receipts. The relevant cost codes and other information will be provided by the College Financial Analyst.

Completed applications should be typed on the electronic form provided and submitted to the College of Arts, Celtic Studies and Social Sciences office, Room G31, Ground Floor, O'Rahilly Building.