



Ollscoil na hÉireann
National University of Ireland

NUI Grants toward Scholarly Publication 2024

Regulations and Procedures

Updated: July 2024

The National University of Ireland (NUI) Grants toward Scholarly Publication are designed to support and encourage publication of scholarly research.

Section 1: General Regulations of the Grants toward Scholarly Publication

1. Objectives of the Grants toward Scholarly Publication

- 1.1 The main purpose of these grants is to enable applicants to secure publication of scholarly work, which would otherwise entail undue personal expenditure.
- 1.2 These grants are not intended to provide full cost recovery but to contribute towards the total cost of publishing.
- 1.3 NUI aims to support early career academics in particular through these grants and will therefore give priority to their applications.

2. Value of the Grants toward Scholarly Publication

- 2.1 Approximately €20,000 will be made available annually for these grants.
- 2.2 Individual grants will have a maximum value of €3,000.

3. Eligibility Criteria

- 3.1 To be eligible to apply for the Grants toward Scholarly Publication, applicants must, at the time of application, be included in one or more of the following categories:
 - (i) Members of staff (including full-time and part-time staff and post-doctoral fellows) of the NUI member institutions (i.e. NUI constituent universities (or linked colleges) or NUI recognised colleges)
 - (ii) Retired staff of the NUI member institutions

- (iii) Early career academics with a doctoral degree from an NUI member institution conferred within the last five years¹ who are not employed in a higher education institution.
- 3.2** In cases where the publication has multiple authors, at least one author must be eligible under Section 3.1 and that author must make a substantial contribution to the publication.
- 3.3** Publications will be interpreted broadly and may include:
- (i) monographs
 - (ii) edited collections
 - (iii) journal articles
 - (iv) audio-visual productions (e.g. films, podcasts, music).
- 3.4** Applications for works that have already been published at the time of application will not be considered eligible.
- 3.5** Grants will not be awarded for:
- (i) publications considered to be commercially viable
 - (ii) conducting research or travel
 - (iii) page charges for journal articles or for reprints of articles
 - (iv) self-publication (preference will be given to publications by reputable national and international publishers)
 - (v) journal articles submitted to journals that do not involve the standard peer review process
 - (vi) journal articles submitted to journals whereby publication is supported **through** the IReL agreement.
 - It is assumed that institutional support will be available for articles published by such journals. Where this is not the case, an application will exceptionally be considered where a reasonable rationale is provided.
 - If an article must exceptionally be submitted to a journal outside of the IReL publication agreement, a rationale must be provided for consideration by the Publication Committee.
 - (vii) increasing the level of open access for the publication.
- 3.6** Incomplete applications will not be considered by the NUI Publications Committee (see section 4 below for application requirements).

4. Application Procedure

The following documents are required to apply for the Grants toward Scholarly Publication:

4.1 Application Form

Application forms are available to download at www.nui.ie/awards.

4.2 Overview of Publication

To include:

- (i) Short summary of the scope of the work
- (ii) Table of contents (or equivalent)

¹ Early career academic is understood to mean anyone who was conferred with a doctoral degree in the last five years. However, an extension to the five-year period following the award of a doctoral degree will be considered based on eligible post-PhD career breaks. Career breaks include but are not limited to maternity leave, paternity leave, adoption leave, parental leave, prolonged sick leave and carer's leave. Documentary evidence may be required and only career breaks of up to five years will be considered.

(iii) Statement on its approximate length

4.3 Peer Reviews

To include:

- (i) Two reviewers' reports on a completed draft.
 - The reports must be commissioned by the publisher.
 - The reviewers must be independent; reports from departmental or other close professional colleagues will not be accepted.
- (ii) Evidence that the final publication will reflect any changes resulting from these peer reviews.

For audio-visual productions or non-standard publications, please contact NUI to agree equivalent independent review mechanisms.

4.4 Statement from the publisher

To include:

- (i) a commitment to publish the work
- (ii) detailed costs of publication.

5. Selection Process

- 5.1** The NUI Awards team will process applications for the Grants toward Scholarly Publication with the NUI Publications Manager.
- 5.2** Eligible applications will be considered by the NUI Publications Committee twice yearly, following the set deadlines for submissions of 1 June and 1 December. The Publications Committee will then make its recommendations to Senate.
- 5.3** The Publications Committee will assess applications based on consideration of:
 - (i) the academic value of the work
 - (ii) the cost of publication
 - (iii) the applicant's opportunities of and/or success in securing other aid towards publication
 - (iv) the career stage of the applicant and the impact of publication on their career
 - (v) any awards previously made to the applicant under this scheme.
- 5.4** The Committee reserves the right to consult an independent assessor concerning any application.
- 5.5** The NUI Awards team will inform the successful applicants in writing of the Senate's decision regarding their application.
- 5.6** Unsuccessful applicants will be informed of the outcome in writing.
- 5.7** The offer of a grant may include any reasonable supplementary conditions or may be given in the form of a guarantee, as recommended by the Publications Committee, Senate or the NUI Awards team.
- 5.8** Grant approvals are valid for a period of five years from the date of the Senate meeting at which they have been approved. After that period, a further application to NUI will be necessary.
- 5.9** The decision of the Senate on awarding the grants will be final.

6. Lodgement of Documents

- 6.1** All applications and associated documentation must be submitted by email to awards@nui.ie. The email subject should state the NUI Award being applied for, i.e. Grants toward Scholarly Publication.

- 6.2** Applicants should ensure the electronic documents included in their application (listed in Section 4 above) are:
- saved as separate files, and
 - compressed into a zip file (max. size 20 MB).
- 6.3** The closing date for receipt of the full application is **1 June or 1 December**.

Section 2: Terms and Conditions of the Grants toward Scholarly Publication

7. Acknowledgement of NUI Support and Payment of Grant

- 7.1** If an NUI Grant toward Scholarly Publication is awarded, it must be acknowledged in the publication. Payment of the grant will not be made without such acknowledgement.
- 7.2** A copy of the publication must be submitted to NUI before the payment of the grant can be processed.

8. Ethics and Research Integrity

- 8.1** The Senate will not award funding for the publication of research prohibited by law in Ireland.
- 8.2** NUI is committed to the highest standards of research integrity and expects applicants for the grants to comply with relevant research ethics and research integrity policies and guidelines in their NUI member institution.

9. Further information

The following [statements](#) can be accessed from NUI's website:

- Data Protection Statement
- Equality, Diversity and Inclusion Statement
- Sustainability Statement
- Awards Appeals Process.