

PUBLICATION SUPPORT

The College of Letters and Science with the co-sponsorship of the Office of Research, offers financial support to current senate faculty for publishing their research.

There are two kinds of support. **Publication assistance** defrays costs for the author that would not normally be covered by the publisher; examples include indexing, permissions, artwork, translations, etc.

Publication subvention provides funding to the publisher to subsidize the publication of scholarly books and monographs. Books must be of an excellent scholarly quality representative of University of California standards and published by major universities and trade presses.

Application:

1. Brief letter to the Associate Dean, Mani Tripathi with a description of the book
2. Budget

Note: For publication subvention, we need a summary of projected publication revenues and costs, including print run, list price, net price, projected sales and anticipated royalties; anticipated royalties will be subtracted from the required amount of subvention to ensure that the State of California is not in the position of funding publication costs that will be partially reimbursed to the author through royalties.

3. Contract for publication and any relevant correspondence
4. Application form (see pdf), signed by the chair/director

Send the application to the L&S Executive Analyst, Mark Sablay (ad-assistant@ucdavis.edu).

The Associate Dean, in consultation with the chair, will decide whether to support the request and commit the Dean's office portion of funding. If funding dollars are limited, priority will be given to those faculty members who have not previously received publication subvention and/or publication assistance.

The request will then be forwarded by the Associate Dean to the Vice Chancellor of Research for further consideration and approval. After final approval from the Vice Chancellor of Research, the Dean's office will send you a letter and transfer funds to your department. The process takes approximately 3-4 weeks.

IMPORTANT:

Please note that prior approval is needed for payments to publishers and/or independent contractors. Writing personal checks for such services risks the possibility of not being reimbursed. Please contact the CAO/MSO/business office staff in your unit for guidance on publication support spending.

PUBLICATION ASSISTANCE FUND GUIDELINES

This program assists ladder faculty, particularly those early in their career, with the publication of books or monographs and exhibition or performance of works of art representative of University of California standards.

- The intent of the fund is to defray certain costs that would not normally be covered by the publisher, thus enhancing the possibility of the work to be published.*
- The maximum total funding is \$3000 per original work.*
- This amount is split 50/50 between the Office of Research and the dean's office(s) of the participating school/college/division(s).*
- Preference is given to junior faculty.*

Criteria for publication assistance fund:

- Approval from the administrative dean (noting the dean's concurrence of the school/college/division's portion of funding) must be received prior to submission to the Vice Chancellor for Research.

How to apply

1. Complete the Office of Research **Internal Research Funding Programs Application Form** located at <http://research.ucdavis.edu/wp-content/uploads/InternalResearchFundingForm.docx>.
- In addition to your application, it is necessary to include all of the following:
 1. Contract for publication
 2. Evidence of applications, where appropriate, to other organizations and foundations for publication assistance grants
 3. Summary of projected publication revenues and costs; including print run, list price, net price, projected sales and anticipated royalties
3. Submit all to ORBusiness@ucdavis.edu

Award

The Office of Research requires **up to 30 days** to respond to the matching request from the Dean's Office. If approved, the Vice Chancellor will issue a formal commitment letter. Publication Assistance Funds are not transferable.

If you have questions regarding Office of Research Internal Research Funding Programs, please contact ORBusiness@ucdavis.edu

INTERNAL RESEARCH FUNDING PROGRAMS – APPLICATION FORM

INSTRUCTIONS: See Program Guidelines for Details

Principal Investigator Bridge Program: <http://research.ucdavis.edu/wp-content/uploads/BridgeProgramGuidelines.pdf>

Publication Assistance Program: <http://research.ucdavis.edu/wp-content/uploads/PubAssistanceGuidelines.pdf>

All Others: <http://research.ucdavis.edu/wp-content/uploads/MatchFundsProgramGuidelines-revised-02.2012.pdf>

Submit this form to the Office of Research with additional required documents as necessary.

Email (preferred): ORBusiness@ucdavis.edu

Mail: Office of Research, Attn: Business & Finance, 1850 Research Park Drive, Davis, CA 95618

FUNDING PROGRAM REQUESTED: (Please check one)

- Equipment Match Cost Sharing Multidisciplinary Proposal Support
 Basic Research Grants PI Bridge Program Publication Assistance Fund

NOTE: Additional internal research funding programs are administered by the Academic Senate Committee on Research

http://academicsenate.ucdavis.edu/grants_awards/index.html

PRINCIPAL INVESTIGATOR AND CAMPUS ADMINISTRATIVE INFORMATION:

Name: _____ Title: _____ E-mail: _____ Phone: _____
PRINCIPAL INVESTIGATOR

Name: _____ Title: _____ E-mail: _____ Phone: _____
CO-PRINCIPAL INVESTIGATOR

Name: _____ Title: _____ E-mail: _____ Phone: _____
CO-PRINCIPAL INVESTIGATOR

Administrative Unit: _____ Contact name: _____
E-mail: _____ Phone: _____
School/College: _____

Administrative Unit: _____ Contact name: _____
E-mail: _____ Phone: _____
School/College: _____

PROJECT INFORMATION: (Complete all fields applicable to requested funding program)

Title of Project: _____

Total amount of project: \$ _____ Published mandatory cost sharing %: _____ Mandatory cost sharing: \$ _____

Sponsor/Agency: _____

Program Announcement or RFP solicitation name and #: _____

Date due to sponsor: _____ Anticipated project begin date: _____

Duration of time bridge funding is required: _____

COST SHARING TO BE PROVIDED BY OTHERS: *(When applicable)*

*Specify School, College, Division,
Research Unit, 3rd Party, or other*

\$ _____ In-kind or contributed effort: (specify):
\$ _____ In-kind or contributed effort: (specify):
\$ _____ In-kind or contributed effort: (specify):

NOTE: *If cost sharing is to be provided by School/College, Research Unit, or Third Parties, each must provide a letter of support. For the PI Bridge Program, Dean's signature is sufficient to confirm support from that School/College.*

Department fund source: _____

Dean's Office fund source (if applicable): _____

Please contact ORBBusiness@ucdavis.edu for funding source questions

COMPLETE IF REQUESTING MATCHING FUNDS:

If funding is requested for renovation of an existing facility or a new facility check here and please describe: _____

Project Summary/Justification: *(See specific program guidelines for additional required information)*

List of equipment and cost: *(Required for Equipment Match)*

SIGNATURES OF APPROVAL

Principal Investigator: _____ Date: _____
Name Signature

Department Chair: _____ Date: _____
Name Signature

Dean: _____ Date: _____
Name Signature