



Publishing offer for an Open Access book publication

Supplement to an application for funding through the University of Graz Open Access Publication Fund for books, **to be completed by the publisher.**

Required fields are marked with an asterisk (*).

Information on the publisher

Name of the publisher*

Contact person*

Contact details (e-mail)*

Basic information on the Open Access publication

Author(s)/editor(s)*

Title of publication*

Planned publication date*

A print edition will be published in parallel with the Open Access edition*

Yes

No

Number of images

Number of tables, graphs, diagrams

Layout and typesetting*
(please tick one option)

The publisher will receive a print-ready manuscript.

The publisher will provide typesetting and layout.

Calculated number of pages*

Statement of costs (net costs in EUR)

Typesetting and layout of the text*	
Typesetting and layout of the cover	
Quality assurance (peer review, proofreading)	
Distribution	
Communication and marketing*	
Production of a print edition (printing costs)*	
Open access costs incl. licensing*	
Indexing and archiving	
Overhead costs, project management*	
Other services	
Deduction of revenue from any print edition	
Total price (Book Processing Charge)*	
Statement of costs valid until*	

Checklist of publishing services

Open Access funding from the Publication Fund depends on fulfilment of the following publisher services and eligibility criteria:

Metadata

The metadata provided in databases must contain (at least) the following information: Title and subtitle (if applicable), authors/editors/ORCID (if applicable), publication date, publisher, series title/volume number (if applicable), DOI/URN, ISBN, Creative Commons license, abstract, keywords.*



Rights and licenses

The author(s) or editor(s) grant the publisher simple exploitation rights for the planned Open Access publication. Otherwise, the author(s) or editor(s)* retain the exploitation rights.



The rights for the use of illustrations and other third-party materials subject to third-party rights are clarified, clearly indicated and do not stand in the way of CC licensing of the work as a whole.*



The rights information including licensing is included and linked in the imprint of the publication and clearly stated on the publisher's website.*



The publication is issued under one of the following Creative Commons licenses:*

- CC-BY
- CC-BY-SA
- CC-BY-NC
- CC-BY-ND
- CC-BY-NC-ND

Quality assurance

Specialist editing	<input type="checkbox"/> yes	<input type="checkbox"/> no
Proofreading	<input type="checkbox"/> yes	<input type="checkbox"/> no
Peer Review (please specify):		
Other quality assurance (please specify):		

Visibility

The publication will be made available in Open Access in the following formats:*	<input type="checkbox"/> PDF
	<input type="checkbox"/> HTML
	<input type="checkbox"/> XML
	<input type="checkbox"/> EPUB
	<input type="checkbox"/> MOBI
Other format(s) (please specify):	
Publication metadata will be referenced in the following databases:*	<input type="checkbox"/> OAPEN
	<input type="checkbox"/> DOAB
Other databases and platforms:	
Other services for better visibility:	
The publication is assigned an ISBN and at least one of these persistent identifiers:*	<input type="checkbox"/> DOI
	<input type="checkbox"/> URN
DOI and/or URN will be assigned at:*	<input type="checkbox"/> book level
	<input type="checkbox"/> chapter level

Communication and marketing

The publisher will promote the publication through the following media and channels (please specify link or attachment if applicable):*	
Publisher will provide the following usage statistics and altmetrics analyses (please specify):*	

Publication and accessibility

The Open Access publication will be made publicly available on the publisher's website immediately upon publication, clearly visible, free of charge, and without barriers to access (such as login before download). The publication will be clearly marked as an Open Access publication online and in any print edition.*	<input type="checkbox"/>
It will be clearly indicated on the website and in the publisher's own promotional materials that the publication is an Open Access publication.*	<input type="checkbox"/>
Long-term archiving is guaranteed by a certified service (e.g. DNB, Portico). Please specify the service.*	<input type="checkbox"/>

In the case of funding

the author's university affiliation will be clearly indicated in the publication.*



the publication will contain a funding acknowledgement on the imprint page mentioning the financial support from the University of Graz Publication Fund.*



Notes

The publisher confirms that the information provided above is correct and that the cost calculation is valid until the date stated above.

Place, date

Signature / publisher's stamp

As part of the invoicing process, the University of Graz will check whether the eligibility criteria have been met and the publishing services stipulated in this offer have been provided. Payment from the Open Access Publication Fund can only be made after positive verification.