

Guidelines on funding open access publications¹

1. Introduction

In accordance with the ZHAW Open Access Policy, the University Library supports publishing in genuine open access publication formats (“Gold Road”)². The University Library can cover the publication costs in full or in part. For publications that have been produced in the context of projects funded by third parties, publication costs should be paid primarily from the available project funds.

2. Applicability

These Guidelines apply to the entire ZHAW, including its business and organisational units.

3. Rules for covering publication costs

The following rules apply for covering publication costs:

1. The author³ must be employed at the ZHAW at the time the publication is produced and be named as a “corresponding author”. This must be clearly indicated by naming the ZHAW affiliation⁴. Students are eligible for publication funding at the request of a ZHAW lecturer.
2. Article processing charges (APCs) and book processing charges (BPCs) are covered in accordance with the following conditions:
 - a. The article must be published in an academic journal listed in the [Directory of Open Access Journals](#) (DOAJ). APCs are covered up to a maximum of CHF 2,500 (excl. VAT) per article. Partial funding for higher APCs is not possible.
 - b. Funding for BPCs for entire books or book chapters in edited volumes is subject to a case-by-case review of the publishing contract by the University Library. The publishing contract must specify that the publication will be made freely available by the publisher immediately upon publishing it (“Gold Road”). In addition, the publication must go through a review process (peer or editorial review). Where possible, the selected publisher should be listed in the [Directory of Open Access Books](#) (DOAB) or operate according to similar principles. BPCs are generally covered up to a maximum of CHF 8,000 (excl. VAT) per book. Partial funding for higher BPCs is possible.
 - c. A CC-BY licence is recommended for books and book chapters. A CC-BY licence is required for articles (a CC-BY-ND licence can also be accepted in exceptional cases and where the author makes a justified request).
3. The University Library publishes publications that receive funding in the ZHAW digitalcollection as secondary publications.

¹ These Guidelines replace the “*Guidelines on funding open access publications*” (in German only), dated 1 March 2020, and come into force on 1 June 2021.

² Fees from hybrid publications are not covered.

³ In the case of edited volumes, the editor.

⁴ In the case of several affiliations, the ZHAW Zurich University of Applied Sciences must be named as the first affiliation.



4. The OA publication fund operates according to the “first come, first served” principle. Applications for covering publication fees should be made immediately before a publication is submitted to a publisher. A decision on whether to extend the fund to the following year is made based on the budget.
5. The decision on whether to publish the publication itself lies solely with the publisher.

4. Issued by

Subject	Content
Issued by	Head of the HSB
Decided by	Managing director
Archived in	6.07.00 Hochschulbibliothek
Place of publication	Public