

Guidelines

January 2025

Guidelines of the Open Access Publishing Fund for Social Sciences and Humanities

1. Eligibility

- **Authorship (from doctoral level):**
 - Single authors must be employed or enrolled at the University of Zurich (UZH).
 - For multi-author publications, either the first or last author must be employed at UZH. Alternatively, if neither the first nor last author is affiliated with UZH, the submitting author and at least one-third of all authors must be employed or enrolled at UZH.
 - Privatdozents or titular professors can apply for support if at least one-third of all authors, including the submitting author, are employed at UZH.
 - The employment or enrollment must either be current or have been in place during the execution of essential parts of the research and the development of the publication.
- **Persons from the following faculties:**
 - Faculty of Law
 - Faculty of Arts and Social Sciences
 - Faculty of Theology and the Study of Religion and
 - in individual cases from the Faculty of Business, Economics and Informatics or the Faculty of Science (criterion: Humanities and Social Sciences)

2. Funding Conditions

- **Financial Support:**
 - **Article Processing Charges (APCs):** For journal articles in Gold Open Access journals: A maximum of 2,500 CHF net. Partial coverage of costs is not provided if the net APC amount exceeds this limit.
 - **Book Chapter Processing Charges (BCPCs):** For book chapters, provided the entire work is Open Access: A maximum of 2,500 CHF net. Partial coverage of costs is not provided if the net BCPC amount exceeds this limit.
 - **Book Processing Charges (BPCs):** For long-form publications such as monographs, dissertations, habilitations, conference proceedings, textbooks, anthologies, and edited collections of scholarly works: A maximum of 5,000 CHF net. Partial cost coverage is possible.
 - **Funding Scope:** A maximum of three publications per author can be financially supported in the current year. Publication fees will be covered for each work only once. If editorial support for a work has already been funded, no additional costs for individual chapters of the same work will be covered.
- **Licenses and Access:**
 - The publication must be published under a [Creative Commons license](#) (CC BY 4.0 is considered the most suitable open license) or an equivalent open license.

- The publisher must guarantee immediate and free online access to the work on the publisher's platform upon publication.
- Permission must be granted to deposit the publisher's version in [ZORA](#) without an embargo period.
- **Quality Assurance:**
 - The publication must undergo a review process (peer review or editorial review).

3. Not supported:

- Individual OA articles in subscription-based journals (due to the issue of [double dipping](#) in hybrid models).
- OA articles and book chapters with fees exceeding 2,500 CHF net, as well as those already funded through other grants (e.g., the [OA publication fund](#) (Bretscher Fund) of the Zentralbibliothek Zurich).
- OA publications funded by third-party grants (e.g., [SNSF](#) or [EU funding](#)).
- New editions, unless they have been fundamentally revised and expanded.
- Costs for self-archiving permissions (Green OA), as well as expenses for print publications, submission fees, color charges, page charges, etc.

4. Obligations of Recipients:

- Recipients are required to ensure the archiving of their publication in [ZORA](#) after its release.
- Whenever possible, the funding should be acknowledged in the publication's acknowledgements section with the following statement: [Open Access costs were funded by the University Library of Zurich.]

5. Timing of Application Submission:

- Once a publisher has accepted your work for publication, you may apply for cost coverage.: [Application form](#)

6. Payment Modalities:

- Fees will be paid directly to the publisher whenever possible. We will provide you with the invoice details to facilitate the payment process.
- A reimbursement of fees to a UZH account is also possible. We will provide the necessary information for the transfer.

The University Library Zurich, as the administrator of the fund, reserves the right to approve or reject individual funding applications regardless of the criteria mentioned above. The fund operates on a "first come, first served" basis or until the allocated funds are exhausted. No funds can be reserved. A decision on extending the fund for the following year will depend on the available budget.

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