

Making your Research Open Access: What you need to know

DH / NIHR funded research and UK PubMed Central

From http://www.nihr.ac.uk/research/Pages/Research_Open_Access_Policy_Statement.aspx

- 1.** The DH and the NIHR require that, for applications submitted from 1st April 2007, electronic copies of any research papers that have been accepted for publication in a peer-reviewed journal (or final reports and / or executive summaries) which are supported in whole or in part by DH or NIHR funding, are deposited at the earliest opportunity – and in any case within six months - in [UK PubMed Central \(UKPMC\)](#).
- 2.** Deposition of a research paper, final report or executive summary into UKPMC does not prevent authors from also depositing a copy in their own institutional or another subject-based repository should they choose to do so or be required to do so by their employing institution.
- 3.** The DH and the NIHR also strongly encourage, but do not formally oblige, all grant recipients to deposit articles arising from grants awarded as a result of applications submitted before 1st April 2007.
- 4.** The DH and the NIHR strongly encourage authors to publish in journals that allow them (or their institutions) to retain ownership of the copyright.
- 5.** If author/institution-ownership of copyright is not permitted by the publisher, authors should publish in journals that permit deposition of; the published paper in UKPMC within six months of publication.
- 6.** The DH and the NIHR will work with publishers to put in place mechanisms for publishers to deposit publications directly, on behalf of authors, where this is possible.
- 7.** The DH and the NIHR's grant conditions are consistent with this approach and do not require amendment. The relevant section of the DH contract is section 16 – "Publication", and in particular paragraph 16.2.

Exemptions

8. When a researcher informs the DH or the NIHR of the wish to publish a paper in a journal that is unwilling to agree either to author/institution-ownership of copyright, or to deposition in UKPMC within six months, the DH or NIHR may grant permission for the author to submit the paper for publication in such a journal.

Benefits to authors of Open Access

9. Authors will benefit in two ways. Firstly, their research papers will be given a much wider form of dissemination and will be able to be read without restriction by anyone with internet access. Secondly, as researchers they will increasingly be able to search the full text of all the research published in their area, not just the research available to them via the subscriptions their institution offers.

Open Access Publishing Costs

10. For any research supported by DH or NIHR funds, the DH and the NIHR expects all research costs (including publishing costs) to be budgeted for when the research is commissioned. Therefore, the DH or NIHR will not routinely fund additional publishing costs separately; however, if a researcher can demonstrate that the whole of the DH or NIHR award has been used for the purposes of the intended research and that the budget was correctly managed, the DH or NIHR may consider additional support on a limited ad hoc basis.

If you require further assistance to meet the cost of publishing your research, please in the first instance, contact the primary funder of your research. If this is the NIHR or DH, please send your request to enquiries@nihr.ac.uk, stating:

- a) the cost of any processing charge
- b) what the charge covers (i.e. open access deposition, additional publication costs or other)
- c) details of the original Grant received for this research; Including:
 - i) when it was awarded
 - ii) the name of the project
 - iii) the name of the Programme awarding the grant
 - iv) the grant reference no. (if known)
- d) confirmation of whether this is the original paper or a subsequent follow-up
- e) the reasons why these costs were not budgeted for when the research was commissioned, in line with DH and NIHR policy.

How do research publications get into UK PubMed Central?

From <http://ukpmc.ac.uk/FAQ#respubs>

[UKPMC Funders' Group](#) organisations mandate that published research, arising from the research grants they award, must be made available through UK PubMed Central, typically within six months of being published. Authors can comply with funder mandates by making their research papers available through UK PubMed Central in four ways:

- **Method A:** publish in a journal that deposits all final-version content in PubMed Central without author involvement – and makes this available through UK PubMed Central within 6 months of publication.
- **Method B:** publish in a journal that offers an open access option, in which (typically in return for a fee) the publisher deposits individual, final published version articles in PubMed Central, and makes this article freely available through UK PubMed Central at the time of publication.
- **Method C:** self-archive the final peer-reviewed author manuscript in UK PubMed Central. Papers deposited via this route can be embargoed for up to 6 months.
- **Method D:** complete the submission process for a final peer-reviewed author manuscript that the publisher has deposited via the UK Manuscript Submission System.

These methods vary in the version of the paper submitted, and the actions undertaken by the author and publisher. The Wellcome Trust has produced a useful [Authors FAQ](#) and [Publishers FAQ](#) in which further information can be found.

University of Nottingham Open Access Policy

From <http://www.nottingham.ac.uk/ris/local/open-access-to-research/>

This policy applies to all members of staff employed by the University of Nottingham in all campuses.

1. All research papers (including journal articles, conference proceedings, book chapters and similar material), where copyright allows, should be made available in an open-access form upon publication
2. All research papers (either in the form of the author's final manuscript or the formally-published version), where copyright allows, should be deposited in the Nottingham ePrints repository upon publication or as soon as possible thereafter
3. Where available, researchers should take advantage of opportunities to publish their work in an open-access form offered by journal publishers, and can make use of research grants and/or the institutional central OA fund in order to pay open-access publication fees

(November 2009)

University of Nottingham Open Access publishing fund

From <http://www.nottingham.ac.uk/ris/local/open-access-to-research/publishing-fund.php>

Following recommendations made by the University Research Committee in 2006, the University operates a central Open Access publishing fund. This is available for use by any member of the University of Nottingham UK staff who wishes to make their research output freely and openly accessible, regardless of their source of funding or research area. It is intended that this fund be used to pay for charges associated with the normal methods of open access publishing. This is different from page- or colour-charges which are sometimes required in traditional publishing.

OA publication fees should be built into grant applications in pFACT as direct costs to be incurred during the lifetime of the project. Publication costs range between £250 and £2500 per article so careful consideration and investigation into likely publications and the expected total costs will be required.

For an interim period, costs outside the lifetime of the project or not covered by a research grant can be covered by the University of Nottingham Central Fund as follows:

1. For OA publications in BioMed Central the article charge will automatically be deducted from the University's prepayment account. The School/Author will be asked to supply information (detailed below) to Research Innovation Services to ensure the validity of this charge
2. Where a OA publication results from research funded by the Wellcome Trust, the School/Author should apply to Research Innovation Services for payment from the Wellcome Trust Open Access allocation and providing information detailed below
3. For other OA publishers the School /Author should pay the invoice directly and then seek reimbursement from the University's Central Fund which is managed by Research Innovation Services. To claim re-imbusement Schools or authors will need to provide the following information:
 - The title of your article
 - Publisher and Journal
 - The funder of the research from which the article emanates
 - Relevant grant number
 - Start/end date of the grant
 - PI names to which the publication relates
 - Proof of publication costs (copy invoice, email)

To Research Innovation Services, contact rosaline.jones@nottingham.ac.uk

Links

Author addendums

- <http://www.arl.org/sparc/author/addendum.shtml>
- <http://scholars.sciencecommons.org/> (Newer version)
- <http://tillje.wordpress.com/2007/06/21/how-to-select-an-author-addendum/>

Directory of Open Access Journals (DOAJ)

<http://www.doaj.org/>

Nottingham ePrints

<http://eprints.nottingham.ac.uk/>

Research Innovation Services

<http://www.nottingham.ac.uk/ris/>

SHERPA - JULIET: Research funders' open access policies

<http://www.sherpa.ac.uk/juliet/>

SHERPA - RoMEO: Publisher/journal copyright and self-archiving policies

<http://www.sherpa.ac.uk/romeo/>

UK PubMed Central

<http://ukpmc.ac.uk/>

Contacts

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Centre for Research Communications

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