

**Rules for funding of publication costs
under the "Excellence Initiative - Research University" programme**

Article 1

1. These Rules set out the principles for funding of publication costs under the "Excellence Initiative - Research University" programme (*pl IDUB*) in which the Nicolaus Copernicus University in Toruń was awarded the status of a Research University by the decision of the Minister of Science and Higher Education.
2. The IDUB budget at the NCU provides for the following funding to cover publication costs:
 - a) the Toruń Centres of Excellence (CE) - an average of PLN 300 thousand per year for 5 Centres (total of PLN 1.8 million over 6 years);
 - b) emerging research fields - *Emerging fields* (EF) – an average of PLN 200 thousand per year for 12 EF (a total of PLN 1.2 million over 6 years; PLN 0.6 million for the first 3 years of operation for 12 EF);
 - c) balanced development of all disciplines at the NCU - an average of PLN 100 thousand per year (total of PLN 0.6 million over 6 years).
3. The chairperson of working party no 1 in consultation with the IDUB coordination team at the NCU shall announce the call for proposals under the programme and carry out the support procedure.
4. The funds allocated to publications shall be used on an ongoing basis until the resources allocated for that purpose in a given calendar year and referred to in Art. 1.2 are exhausted.
5. In the first year of the operation of the IDUB programme at the NCU, the coordinating team sets the following limits for supporting publications under the IDUB programme:
 - a) the Toruń Centres of Excellence – PLN 300 thousand,
 - b) emerging research fields - *Emerging fields* – PLN 250 thousand,
 - c) balanced development of all disciplines at the NCU – PLN 250 thousand.
6. Upon the approval of the competent Director of the Centre of Excellence or the head of the Emerging Fields, support for the publication prepared by a staff member from outside the Centre of Excellence or Emerging Fields may be provided within the budget of the Centre of Excellence or Emerging Fields. Including a publication in the settlement of a priority research area of the Centre of Excellence or the Emerging fields and compliance with the provisions of Art. 2 of these Rules are the necessary condition.

Article 2

1. Funding for publication costs may be awarded for the following categories of expenditure:
 - a) page charges or placing an article in the "Open Access" publication system in scientific journals with:
 - Q1 according to WoS or at least 140 points on the list of the Ministry of Science and Higher Education in the case of financing from the funds allocated to the

- Centres of Excellence;
- Q1 and Q2 according to WoS or at least 100 points on the list of the Ministry of Science and Higher Education in the case of financing from the funds allocated to the EF and to balanced development;
- b) payment for translation into English or other foreign languages of relevance to specific disciplines of original scientific articles and proofreading of articles submitted for publication in scientific journals with:
- Q1 according to WoS or at least 140 points on the list of the Ministry of Science and Higher Education in the case of financing from the funds allotted to the Centres of Excellence;
 - Q1 and Q2 according to WoS or at least 100 points on the list of the Ministry of Science and Higher Education in the case of financing from the funds allotted to the EF and to balanced development, and chapters in monographs from Level II of the list of the Ministry of Science and Higher Education of publishers publishing peer-reviewed monographs;
- c) co-funding of publishing monographs by publishers from Level II of the list of the Ministry of Science and Higher Education who publish peer-reviewed monographs (as of 18 January 2019 - 200 points and 300 points in case of the humanities, social and theological sciences).
2. Receiving funding for publication costs is conditional upon submitting an application via a dedicated online form and in accordance with the template in Annex 1 to these Rules. The form shall be made available in early January 2020 at www.umk.pl/idub. A complete application in English must include:
- a) full details of the applicant (first and last name, faculty, unit, discipline, telephone number, e-mail address),
 - b) information on affiliation to a given Centre of Excellence or *Emerging fields*,
 - c) information on the number of applications for funding of publication preparation from the IDUB funds submitted in the last 5 years and the number of published, approved for publication or rejected articles funded from these resources,
 - d) list of publications from the last 5 years with the number of points allocated by the Ministry of Science and Higher Education and information whether they belong to Q1 or Q2 according to WoS,
 - e) information on the publication that is currently being proposed for funding, including in particular:
 - title of an article, chapter or monograph,
 - authors of the publication with their affiliations,
 - name of the journal or publisher to which the publication is to be submitted, including Q1 or Q2 citation, IF index and the points allocated by the Ministry of Science and Higher Education,
 - available publication record (e.g. DOI) for the publication approved for publishing,
 - eligibility of a relevant publication for scientific achievements of the Centre or the Emerging Field (when applying for financing from CE or EF funds),
 - total amount of funding requested for the publication, including the reasons.
 - f) full text of the publication, chapter or monograph to be funded.

3. In the case of applying for funding of the costs of translation and proofreading, the application referred to in Art. 2.2 should additionally name the translator, the editor or the company and include a CV or recommendations confirming their experience in translating and proofreading of scientific texts.
4. Submitted applications shall be verified formally and substantially by:
 - a) competent director of the Center of Excellence - when applying for funds specified in Art. 1.2.a;
 - b) competent head of *Emerging fields* – when applying for funds specified in Art. 1.2.b;
 - c) competent Chairperson of the Scientific Council for the Field of Science or the Dean - when applying for funds specified in Art. 1.2.c.
5. Any NCU staff member may apply for funding of the costs of publication subject to compliance with the provisions of Art. 2 of these Rules.

Article 3

1. The maximum level of funding for each category of expenditure referred to in Art. 2.1 shall be as follows:
 - a) page charges or placing an article in the "Open Access" publication system in scientific journals - at the publisher's rate but not more than PLN 15 000 (resources may be pooled);
 - b) text translation and proofreading - not more than PLN 70 / 1800 characters;
 - c) proofreading - up to PLN 1 000 per article;
 - d) co-funding of a monograph publication - up to PLN 10 000 (the maximum amount applies to foreign publishers allotted 300 points from the Ministry of Science and Higher Education).
2. In duly justified cases the amounts referred to in Art. 3.1 may be increased upon prior approval by the Director of the Center of Excellence in the case of funds from the pool of Centres of Excellence or by the Chairperson of the competent Scientific Council for the Fields of Science (SCFS) in other cases.

Article 4

1. The decision on providing the funding shall be made respectively by:
 - a) the competent Director of the Centre of Excellence in the case of applying for funds referred to in Art. 1.2.a;
 - b) the Chairperson of the relevant Scientific Council for the Fields of Science in all other cases subject to the prior opinion of the relevant head of *Emerging Fields*, the Chairperson of the competent Scientific Council for the Field of Science or the Dean.

Article 5

1. The settlement of funds received for funding publication costs shall be subject to:
 - a) submission of the publication to the publisher/journal in accordance with the declaration in the application form in Annex 1 to these Rules;

- b) acceptance of the publication in terms of linguistic review by the publisher/ journal.
- 2. An employee who has obtained funds to finance publication costs shall be obliged, within 12 months from the date of receiving the above-mentioned support, to submit written information on fulfilling the conditions specified in Art.5.1 to the persons specified in Art. 2.4 respectively.
- 3. Failure to fulfil the conditions specified in Art. 5.1 and 5.2 shall prevent the application for further funding of publication costs under the IDUB programme.

Article 6

- 1. Final remarks:
 - a) the decision of the persons specified in Art. 4 may be appealed against by sending an appeal in writing to the address publikacje@umk.pl within a week from the date of taking the decision;
 - b) the appeal shall be examined by the chairman of working party no 1;
 - c) the decision of the chairperson of working team 1 to grant or deny the appeal is final;
 - d) the organizer has the right to amend the provisions of these Rules provided that the conditions of participation in the project are not affected; the NCU employees shall be notified of any amendments thereto;
 - e) queries regarding the project can be sent to the following address: publikacje@umk.pl

Rules approved by

NCU Rector

Prof. dr hab. Andrzej Tretyn