

To:
BTU Cottbus-Senftenberg, IKMZ, University Library
openaccess@lists.b-tu.de

Print

Application for Publication Support

Call for Proposals 2024

I hereby apply for funding within the framework of the [Call for Proposals](#) mentioned above (please note: The applicant is always the corresponding author of the publication):

1. Contact details and personal information: applicant (corresponding author)

- Last name, first name:
- ORCID:
- E-mail:
- Faculty:
- Chair:
- Status of the applicant:

2. About the Article

- Title:
- Names of all authors (in the order given in the article):
- Journal:
- Publisher:
- ISSN:
- DOI:
- Creative Commons (CC) licence:
- Date of submission to the publisher:
- Accepted on:
- Published on (expected date, if applicable):
- Project number/Project ID DFG for DFG projects (not reference number, cf. letter of approval):

3. Information about the invoice and costs

Expected costs (amount, currency, with or without VAT?):

If you are publishing an article with Springer Nature, Wiley, or Elsevier, the invoice will be issued to the University Library. Continue with 4.

I will forward the invoice to the University Library. If the invoice including VAT amounts to more than € 2,000.-, the remaining amount should be transferred to this OE number:

I already paid for the Article Processing Charges from other budgetary funds and would like to apply for reimbursement.

4. Confirmation of the eligibility conditions

- Were other funds approved for the Article Processing Charges (APC) and were these used in whole or in part to finance them (e.g. approved publication funds within the framework of DFG, BMBF, EU projects or similar)? Please note that double funding is excluded.

No

Yes. Please provide more details: (third-party funding body; scope of funding; Why was an application for BTU publication support submitted anyway?)

- The article was is published in a Fully Open Access Journal (Gold OA):
Yes No
- The journal is listed in the [Directory of Open Access Journals](#):
Yes No
- The article was / will be made Open Access immediately upon publication (without embargo) and published under an open CC licence:
Yes No
- The article has been peer-reviewed:
Yes No
- The article is recorded in the [University Bibliography UBICO](#):
Yes No
- The research data on which the publication is based take into account the FAIR principles (Findable, Accessible, Interoperable, Reusable):
Yes No
- The article fits thematically to the following [profile line](#) of BTU (multiple answers possible):
Global Change and Transformation Processes
Energy Transformation and Decarbonization
Health and Life Sciences
Artificial Intelligence and Sensor Technology

5. Declaration of consent and privacy policy

By submitting this application, I accept the aforementioned eligibility conditions and declare that the information I have provided is correct.

Furthermore, by signing this application, I agree that personal data may be stored and used exclusively for organisational and statistical purposes. For statistical purposes personal data will be rendered anonymous.

I hereby agree that if the invoice exceeds the funding amount of € 2,000, the remaining amount will be borne by the chair / the faculty / the central research unit. The University Library is entitled to issue an internal transfer for these costs.

6. Documents to be submitted

Completed application form

If already available: Invoice for APCs as a pdf file

For reimbursements additionally:

pdf form [Umbuchungsbeleg](#). Please fill out the upper half about the original transaction including HÜL no., booking date, amount, and cost type (publication costs = 68171)

For the digital submission of the transfer, a person authorized to sign for the corresponding cost unit must confirm the factual accuracy of the transfer. Please send us an e-mail in which this person confirms the factual accuracy. The mathematical accuracy can also be confirmed by the authors.

Please note for reimbursement of publication costs: For budgetary reasons, the internal transfer needs to be handed in to the booking department within the deadline towards the end of the year.

(<https://www.b-tu.de/intern/formulare/finanzen/buchungsformulare>)

Place, date, signature of applicant