

Information Sheet Open Access Publication Fund

Version dated December 23, 2024

1. General Information

- 1.1. The University of Lucerne promotes Open Access in accordance with its [Open Science Policy](#)¹ and supports its researchers with financial contributions from the Open Access Publication Fund, provided their publications are available in Gold Open Access and cannot be financed through other funding institutions.
- 1.2. The Open Access Publication Fund is managed by the Central and University Library of Lucerne (ZHB).
- 1.3. There is no entitlement to funding from the Open Access Publication Fund.
- 1.4. This information sheet outlines the basic conditions for awarding grants from the Open Access Publication Fund.

2. Eligibility Criteria and Exclusions

- 2.1. The following publication types are generally eligible for contributions from the Open Access Publication Fund: Journal articles, books and book chapters (hereinafter referred to as work[s]).
- 2.2. As a rule, the following criteria must be met cumulatively:
 - all parts of the work must be permanently accessible worldwide at no cost to the readership immediately upon publication (Gold Open Access);
 - the work has undergone a peer review process or other quality control measures customary in the given research field;
 - the work is published under a [Creative Commons Licence](#) or an equivalent open license.²
- 2.3. For journal articles, publication in a journal listed in the [Directory of Open Access Journals](#) (DOAJ) is recommended.
- 2.4. The following are not supported:
 - Works whose publication can be covered by other sources of funding (e.g. [Swiss National Science Foundation](#) or [European Research Council](#)) or by a [Read & Publish Agreement](#)³;
 - So-called Special Issues;⁴

¹ Open Science Policy of the University of Lucerne of November 6, 2023, https://www.unilu.ch/fileadmin/universitaet/unileitung/dokumente/reglemente/06-forschung/Open_Science_Policy_Universitaet_Luzern.pdf.

² The use of a CC-BY license is recommended. Other CC licenses are accepted. Further information: <https://creativecommons.org/share-your-work/cclicenses/>.

³ Thanks to the so-called Read & Publish Agreements, members of the three Lucerne Institutions of Higher Education can publish Open Access in thousands of journals at no additional cost. Further information on the individual agreements: <https://www.zhbluzern.ch/english-pages/open-science/publishing-open-access/read-publish-agreements>.

⁴ This fact sheet is based on the Swiss National Science Foundation's decision in November 2023 to stop funding Open Access articles in special issues: <https://www.snf.ch/en/g2lCvujLDm9ZAU8d/news/the-snsf-is-no-longer-funding-open-access-articles-in-special-issues>.

- Hybrid Open Access models.⁵

3. Eligibility for Application

- 3.1. Members of the University of Lucerne are generally eligible to apply, provided they are the corresponding author and/or main author of the work.
- 3.2. A maximum of three applications per person may be submitted per year.
- 3.3. In justified exceptional cases, support may be granted to other persons with a significant connection to the University of Lucerne.

4. Amount of the Funding

- 4.1. A maximum of CHF 2500 per journal article or book chapter and a maximum of CHF 8000 per book will be covered. If the costs are higher, the remaining amount may be financed through grants from the respective faculty and/or other funding institutions.
- 4.2. If only part of the actual publication costs is covered by the Open Access Fund, applicants are responsible for requesting a split invoice from the publisher.

5. Procedure

- 5.1. Grants are awarded according to the chronological order in which applications are submitted («first come, first served»). Information on the current expenditure of the Open Access Publication Fund is published on the website.
- 5.2. Applications can be submitted on an ongoing basis. They will be processed promptly. The decision will be communicated electronically.
- 5.3. Once the manuscript has been accepted for publication by the publisher, the work must be entered in the [Research Information System](#) (FIS) and the application form must be completed.⁶ The application must include a confirmation of acceptance for publication and a complete publisher's offer.
- 5.4. The original invoice must be forwarded to the ZHB as soon as possible after the grant has been approved. The entitlement to the grant expires no later than six months after the decision. As a rule, invoices will not be reimbursed.
- 5.5. The version published by the publisher must be submitted in FIS for storage in the official Repository of the University of Lucerne [LORY](#) (Lucerne Open Repository).

6. Entry into Force

This information sheet comes into force on January 1, 2025.

7. Contact

ZHB Luzern, Team Open Science, openaccess@zhbluzern.ch

Further information: <https://www.unilu.ch/en/research/support-and-funding/publication-funding/>

⁵ Publications in which not the entire work is published directly under a free license.

⁶ Login Research Information System (FIS): <http://fis.unilu.ch>.