



Rutgers Research Council Guidelines for Subvention of the Publication of Scholarly Books FY 2020-2021 Spring Cycle

Subventions provide partial subsidies to university and other highly regarded scholarly presses for the publication of scholarly books authored by full-time faculty, given that in some cases, such presses ask authors to cover a portion of the cost of publishing a scholarly book in order to make it more affordable. This program is designed to assist with those costs.

Please note that this program assists scholarly presses with costs that they would otherwise incur in the publishing process. It does not assist authors with costs that they would normally incur: Costs to authors for manuscript preparation, such as purchase of or permission to use illustrations or other materials, preparation of tables, the expense of hiring an indexer should the author choose not to perform that task her/himself, are **not** eligible for this program. (Authors seeking help with those costs should apply instead for a regular [Research Council Grant](#).)

Only books authored by full-time Rutgers faculty members are eligible for subventions. Deans of schools and colleges, visiting faculty members, post-doctoral associates, research associates, and full-time administrators are not eligible for this program. Edited books and textbooks are not eligible for this program. Also, ineligible are self-published books and books for which the publisher requires the author to cover the entire cost of publication.

The typical subvention amount awarded by the Research Council is \$2,500 or less. Only under exceptional circumstances can larger subventions be considered, to a maximum of \$4,000.

An application for subvention should include the following:

- A description, of one page or less, of the work for which subvention is being requested.
- A copy of a letter or other written correspondence from the Director of the Press accepting the manuscript for publication, specifying the total cost of publication, the contribution the Press intends to make towards total costs, the amount of subvention necessary, and an explanation of the reason for the need for a subvention. **The Council will not award a subvention in any instance where the cost of the subvention requested by a publisher is equal to the total cost of the publication.**
- A copy, if available, of outside reviews of the manuscript of the book in question obtained by the publisher from experts in the field.

All subventions will be made with the following condition:

1. The book will acknowledge support from the Rutgers University Research Council, and the publisher or the author will send one copy of the book to the Office of Research and Economic Development. Additionally, an email should be sent to Barbara Lee's office informing her that the book has been published.

Please submit the application at the following link: [Subvention Application](#)
Completed applications are due on or before 5 pm on Friday, April 10, 2020.

Please direct any questions to Kathy Jo Cotterill at rcg@oq.rutgers.edu