



## **The Australian Academy of the Humanities Publication Subsidy Scheme 2021**

### **Application Guidelines**

The **Academy's Publication Subsidy Scheme (PSS)** provides support of up to \$3,000 for the publication of scholarly works that advance knowledge in the Humanities. The scheme is designed to assist Australia-based early career researcher with the costs associated with the publication of their academic research.

#### **A. ELIGIBILITY**

1. Applicants must be Citizens or Permanent Residents of the Commonwealth of Australia, whose principal place of residence is Australia.
2. Applicants must be in the early stages of their careers, which will be determined, *inter alia*, by how recently a PhD was conferred. In normal circumstances it should have been conferred no more than five years prior to the closing date for applications.
3. The publication to be subsidised should focus on a topic in the Humanities, defined as those discipline areas for which the Academy is responsible: Archaeology; Asian Studies; Classical Studies; English; European Languages and Cultures; History; Linguistics; Philosophy and the History of Ideas; Religion; Cultural and Communication Studies; and The Arts.
4. Interdisciplinary work is encouraged, provided it includes a substantial proportion of work in the Humanities.
5. Applications will be accepted from independent scholars as well as those working in institutional settings.
6. The Academy will accept one (1) resubmission from a previously unsuccessful applicant in respect of the same publication.
7. Recipients may receive funding under this scheme not more than twice in their careers.
8. Monographs are preferred to edited collections. However, edited collections that demonstrate a clear scholarly achievement or relevance will be considered.

## **B. INELIGIBLE PUBLICATIONS**

1. Second and later editions
2. *Festschriften* collection of writings published in honour of a scholar
3. Publications for which the publisher is able to make provision for author's royalties or other upfront payments.
4. Works of a purely commercial nature. The Academy only supports works of a scholarly nature.

## **C. USE OF FUNDS**

1. Examples of items subsidised under the scheme include:
  - illustrations
  - maps
  - copyright fees
  - editorial work
  - preparation of indices
  - printing of colour images
2. Items not subsidised under the scheme include:
  - research assistance
  - translation
  - travel and accommodation
  - shipping
  - royalties
  - other expenses deemed ineligible by the Awards Committee

## **D. CONDITIONS OF THE SUBSIDY**

1. Recipients must make suitable acknowledgement of the Academy's assistance in any resulting publication, either through the use of the Academy logo or a statement acknowledging the grant.
2. Recipients are required to provide a complimentary copy of the publication to the Academy upon publication.
3. Funds will be made available only upon:
  - Receipt of a proof copy of the acknowledgements page of the publication, showing acknowledgement of the Academy's assistance; and
  - Receipt of an invoice and a concise acquittal report detailing how the subsidy was used.

4. Funds will be paid in Australian dollars. If payment in another currency is requested, all costs associated with currency conversion and international transmission will be deducted from the award.
5. Funds will be paid in Australian dollars. If payment in another currency is requested, all costs associated with currency conversion and international transmission will be deducted from the award.
6. Recipients will have up to **2 years** from the date of the award to claim the subsidy. Those who do not make use of the subsidy before the 2 years have lapsed will be invited to reapply for a subsidy in respect of the same publication.
7. Due to the ongoing disruptions to the working lives of many in the humanities community due to COVID-19, we recognise that there may be unexpected and unavoidable delays in the preparation of manuscripts and within publishing houses. Successful applicants should get in touch with the Academy at [grants@humanities.org.au](mailto:grants@humanities.org.au) to arrange an extension on their subsidy in the event of any changes to the initial timeline outlined in the application.
8. Where applicants have applied for a subsidy elsewhere, it is a requirement that the Academy is advised as soon as the outcome is known. Where the applicant is granted a subsidy from other sources, the applicant must demonstrate that the Academy subsidy is still required. The use of all subsidies must be detailed in the applicant's acquittal report as specified in point 3 above.
9. The Academy reserves the right to recoup funds if the Rules of the Award have not been met or the funds have not been expended within the required timeframe.

## **E. SELECTION CRITERIA**

1. The proposed publications will be assessed on their academic rigour, their likely impact within a specialist academic community, and their potential to advance knowledge of the Humanities within the wider community.

## **F. AWARDS COMMITTEE**

1. Applications shall be considered by the Awards Committee ('the Committee'). The Academy Secretariat is not responsible for Committee decisions and its staff is not able to discuss selection procedures. The Committee reserves the right to award as many or as few subsidies each year as appropriate. Decisions of the Committee are final and no correspondence will be entered into.
2. The Academy reserves the right to invite applications, which will be subject without favour to the same deadlines and competitive processes as unsolicited applications.

## G. APPLICATION PROCEDURE

1. Applications must be lodged electronically by **AEST 5.00pm Monday April 26** using our online application system which can be found on the [Publication Subsidy Scheme website page](#).
2. The application form and all supporting documentation should be provided in English (or be accompanied by a translation into English made by a NAATI-accredited translator).
3. Applications must include the following
  - **Synopsis:** A short synopsis of the publication (no more than three A4 pages).
  - **Signed contract:** A copy of the contract between the applicant and the publisher
  - **Scholarly/Peer Assessment:** An assessment of the work by a recognised scholar in the field who is neither a relation nor a close associate of the applicant.
  - **Letter from the Publisher to the Awards Committee:** The letter must include:
    - a statement in support of the work to be published;
    - an indication of which items would be wholly or partially funded by a subsidy from the Academy
    - a provisional date for the completion of the publication.
4. Attachments should be uploaded as PDFs.
5. Applications are to be submitted online by the specified closing date and time. Late applications will not be accepted.
6. Applicants will be informed of the outcome of their application by email.

## Frequently Asked Questions

**Q. When do applications close?**

A. Applications close at **5.00pm AEST on Monday April 26.**

**Q. How do I submit an application?**

A. All applications must be submitted via our online application system which can be found on the [Publication Subsidy Scheme website page](#).

**Q. When will I find out whether my application has been successful?**

A. We will aim to let you know whether your application has been successful approximately 6-8 weeks after the closing date of the scheme.

**Q. What if there are changes to the publication timeline after I have been awarded the subsidy?**

A. Due to the ongoing disruptions to the working lives of many in the humanities community due to COVID-19, we recognise that there may be unexpected and unavoidable delays in the preparation of manuscripts and within publishing houses. Successful applicants should get in touch with the Academy at [grants@humanities.org.au](mailto:grants@humanities.org.au) to arrange an extension on their award in the event of any delays or changes to the initial timeline outlined in the application.

**Q. Can I apply retrospectively for a Publication Subsidy?**

A. No. Only manuscripts that have a future publication date within two years of the application are eligible for the Publication Subsidy Scheme.

**Q. Is travel an eligible expense under the Publication Subsidy Scheme?**

A. Travel is not an eligible expense under the scheme. The Publication Subsidy Scheme is designed to support costs strictly associated with the production of the book to make it a viable publishing venture (illustrations, maps, etc.).

**Q. How should I attach my documents to the online application form?**

A. All attachments must be PDFs. The attachments should be uploaded in the following format:

[Applicant's SURNAME] – Synopsis

[Applicant's SURNAME] – Scholarly Assessment

[Applicant's SURNAME] – Letter to the Awards Committee & Budget

[Applicant's SURNAME] – Publisher's Reader's Report

**Q. Do you support the publication of doctoral theses?**

A. Yes, as long as the publisher has accepted your thesis for publication and both the scholarly assessment and the reader's report demonstrate the viability of reproducing your thesis as a book.

**Q. Should the scholarly assessment be based on an entire manuscript or can it be an assessment of a proposal or partial manuscript?**

A. If a publisher has already agreed to publish your work on the basis of a partial manuscript then the scholarly assessment can also be made on the partial manuscript.

**Q. Can the Examiner's Report for my doctoral thesis replace the independent scholarly assessment item?**

A. Your Examiner's Report can only be used if it includes updated information or an additional note from your Examiner endorsing the publication of your doctoral thesis as a book.

**Q. Does my application need to include details of previous funding applications that were not successful, or current funding applications for which I am awaiting a response?**

A. We do not need to know about previous funding applications that were unsuccessful. We do need to be informed if you have received funding from another source for the proposed publication and/or if you are awaiting an outcome from another funding body regarding a current application. The Awards Committee will only award funding if an applicant has not received funding for the same items elsewhere.