

Harrison McCain Foundation **Grant in Aid of Scholarly Book Publishing**

Background

At the heart of a strong university is its faculty, those highly educated individuals whose responsibilities encompass teaching, research and scholarship, and community service. As competition for the most talented of these intensifies across the country, the ability to offer faculty unique opportunities for study, travel, renewal and professional development can provide a decided advantage in recruiting and retaining top scholars. This is particularly crucial for UNB as it strives to promote its fundamental role in the intellectual, social, economic and cultural well-being of this province.

Award Criteria

The Harrison McCain Grant in Aid of Scholarly Book Publishing is designed to provide support to UNB faculty and librarians who require funding to defray costs directly associated with publishing a scholarly, analytical book. Grants are valued up to \$5,000 each, and a total of up to \$25,000 will be awarded per year. The Harrison McCain Grant in Aid of Scholarly Book Publishing is not a substitute for external funding, and applicants are expected to have made every effort to obtain support for publication costs from external granting agencies (such as the Awards to Scholarly Publications Program, administered by the Federation of Humanities and Social Sciences, <http://www.ideas-idees.ca/aspp>).

Application Guidelines and Procedures

Applicant Eligibility

Any full-time faculty member or librarian who holds or will hold a remunerated position at UNB for the duration of the grant is eligible to apply; however, those currently enrolled as students at UNB or any other university at the time of application are not eligible. Applicants must have a publication contract in hand, and a manuscript that can feasibly be published within one year of the award. Higher priority will be given to applicants who have not received support previously, and new faculty within the first five years of their appointment at UNB. Individuals may only apply for this opportunity once in any three-year period.

Publication Eligibility

The grant can be used to help fund the publication of scholarly, analytical monographs, revised conference proceedings, and edited collections; if, however, the work is co-authored or co-edited, the home university of each editor must make equal contribution. The grant cannot be used to fund the publication of textbooks, reports, translations, unrevised theses, or creative works of fiction or literature.

Expenses and Activities Eligible for Support

Funds may only be used to defray costs directly associated with the act or process of publication. These include permissions for images or other copyrighted materials, indexing, proof-reading and copy-editing, preparation of tables and maps, etc.

Ineligible expenses include travel, promotion and marketing, distribution activities, honoraria for authors or editors, or any post-publication costs. The grant cannot be used to publish with predatory publishers or vanity presses.

Application Procedures

Applications for grants up to \$5,000 must be completed using the Harrison McCain Foundation Grant in Aid of Scholarly Book Publishing application forms found on the ORS website (<http://www.unb.ca/research/ors/preaward/internal-funding.html>). These include the Application Form (form-fillable PDF), the Book Description Form (Word doc) and the Budget Justification form (Word doc). The Application Form must be printed and signed by the applicant's department Chair and Dean. Therefore, please contact your Department/Faculty to enquire about internal deadlines and the number of application packages required. Your Department/Faculty will deliver your signed and ranked application to ORS by the deadline date. In addition, each applicant must submit a current CV and a copy of the contract with the publisher (do not include a paper copy of the book manuscript). If possible, please also include any peer-reviewers' comments, and an estimate of the publication costs supplied by the publisher.

Applicants are asked to email one complete copy of their application package, including the original form-fillable PDF and all attachments, to ors@unb.ca by 4:00 pm on the competition deadline date. "Grant in Aid of Scholarly Book Publishing" should appear in the subject line. The application package must include the following:

1. Application Form – 1 page
2. Book Description Form – 3 pages
3. Budget Justification Form – 1 page
4. Applicant's current CV – maximum 5 pages. This CV should include degrees and academic positions held, but focus on research contributions. The CV should be written in 12pt font, with minimum margins of 0.75".
5. Copy of the contract with the publisher
6. Copy of the manuscript to be submitted for publication (email only – no paper copy requested)
7. Publisher's comments on the manuscript, along with those of reviewers (if peer-reviewed)
8. Publisher's estimate of the publication costs (if possible)

Please convert all documents to PDF. It is understood this emailed package will not contain signatures or be ranked by the Chair or Dean.

Due to the tight schedule involved in the review process, late applications cannot be accepted.

Eligible applicants may submit one application only, and all information must be contained within the forms and attachments listed above. No other attachments are permitted.

Grant Selection Procedures

All applications will be reviewed and awards determined by a Grant Selection Committee, chaired by the Vice-President Research. The committee will evaluate applications with regard to:

- 1) the quality of the manuscript
- 2) the feasibility of publishing within one year
- 3) the appropriateness of, and justification for, the budget
- 4) the Chair's/Dean's ranking
- 5) the academic achievement, experience, publication record and research aptitude of the applicant
- 6) the expected contribution of the book to the advancement of knowledge

Availability of Grant Funds / Duration of Grant

In most cases grant funds will be available for use beginning May 1st of the competition year. Grant funds will be set aside in the amount justified in the budget, and made available in the form of a restricted account administered by the Office of Research Services. Only officially invoiced costs will be reimbursed or paid directly to the invoice issuer. Costs incurred from the time of application for this grant are eligible for payment or reimbursement.

Any funds that remain unused within one year of the grant award (i.e. by April 30th of the following year), **will be automatically returned** to the Harrison McCain general account.

Reports on Use of Grants

Each grantee must submit a brief report to the Office of Research Services concerning the use made of his or her grant within 18 months of receipt of the grant.

Further Information

Further information may be obtained by contacting ORS at (506) 453-4674 or ors@unb.ca.