

Policies and Procedures for Book Subvention Grants

Tenure-track and tenured faculty may apply to the Dean for grants designed to cover portions of costs related to the publication of scholarly books by university and well-established academic presses that use peer-review mechanisms. Faculty may also submit applications for the support of scholarly translations and edited primary works; in these cases, evidence should be submitted demonstrating the value of such texts to given fields of study and the significance of the scholarly apparatus. Textbooks will not be considered. Applications will be reviewed regularly each year until available funds are exhausted.

Only books already accepted for publication can be submitted for support. Eligible items include author contributions toward production costs, illustrations, and copyright permissions. Awards will cover a percentage of the author's contribution and will not normally surpass \$4,000. Interested faculty must submit the following information:

1. Copy of the formal letter of acceptance from the publisher and the contract with the author
2. Evidence, where pertinent, of other sources of support and attempts to secure funding elsewhere
3. An itemized statement by the publisher of the amount required

Faculty should submit six copies of the above information, along with six copies of a cover letter and cv to the Dean/Executive Committee.

Authors whose works are supported through the Dean's office must include an acknowledgement in the book's preface and provide one copy of the subsidized book to the Tulane University library.