

SIMON FRASER UNIVERSITY

UNIVERSITY PUBLICATIONS FUND

SERIAL PUBLICATION APPLICATION

DEADLINE: MAY 15<sup>th</sup>

1. \_\_\_\_\_  
**Applicant Name**
2. \_\_\_\_\_  
**Department**
3. \_\_\_\_\_  
**Position/Rank\***
4. \_\_\_\_\_  
**Date of SFU Appointment**

\*If not a tenure track faculty member, please describe your status:

5. **Title of Publication:**

6. **SFU Project Number (if one exists):** 13-

7. **Total amount requested:** \$ \_\_\_\_\_

The information on this form is collected under general authority of the University Act (R.S.B.C. 1979, c.419) and according to the Guidelines and Terms of Reference of the University Publications Fund. This information is directly related to and needed for the University's Publications Fund program and will be used to review and make a decision about applications, administer grants and generate grants reports from an electronic database. If you have any questions about the collection and use of this information, contact the Director, Research Services at 778-782-3842.

*I declare the information contained in this application is accurate and complete to the best of my knowledge and that the funds are required to support the publication named above. I agree to abide by the conditions specified in the Guidelines of the University Publications Fund.*

\_\_\_\_\_  
**Date**

\_\_\_\_\_  
**Signature of Applicant**

***Submit: (1) original & (15) copies of this application to the Research Grants Officer,  
Office of Research Services, Room 230, Multi-Tenant Facility***

**NOTE: ENCLOSE ONE (1) COPY OF THE MOST RECENT ISSUE OR VOLUME PUBLISHED**

8. Check the description that applies to this publication.

\_\_\_\_\_ A scholarly journal temporarily housed at SFU in conjunction with temporary SFU editorship.

\_\_\_\_\_ A scholarly journal which was founded at SFU and has a long-term relationship with significant involvement of SFU faculty.

\_\_\_\_\_ A new SFU scholarly journal.

\_\_\_\_\_ A scholarly journal published elsewhere but with some claim to SFU participation (e.g., strong regional connection).

9. Provide a brief description and history of the journal, sufficient to identify inclusion under one of the above four descriptions. (You may add an additional page.)

10. *Separate Page.* What is the benefit to SFU for providing support to this journal?

11. *Separate page.* What is the term of your editorship?

12. *Separate pages.* Complete both pages of the accompanying Data Table (available as an Excel Spreadsheet) for the coming fiscal year and for the current fiscal year if appropriate (i.e. complete the table unless the journal is newly established). Please explain the reason for omission of any of the required information on subscriptions or revenue.

Note: If the budget in the current fiscal year had a shortfall, please explain to whom the money was owed and how was the shortfall made up.

13. *Separate page.* Justification for the specific amounts requested, with an explanation of any increases over the previous year, if applicable.

14. *Separate page.* Please provide evidence that applicants have made, or will make, application to other funding agencies, or a statement of reasons that this has not been done.

15. *Separate page.* Was the journal published on schedule during the last year? If not, what was the reason for the delay?

16. *Separate page.* What long-term plans of the publication might have budgeting implications?

## UNIVERSITY PUBLICATIONS FUND CHAIR'S EVALUATION

To: Department Chair or Designate  
[NOTE: Application(s) made by the Chair shall be evaluated by the faculty Dean.]

On this page, or on a separate page, please evaluate the proposal in terms of:

- scholarly quality and significance of the work,
- For Serial Publication Applications only: What is the benefit to SFU for providing support to this journal?
- whether your academic unit can fully or partially provide any of the resources the applicant requires for the publication of either the book or journal.

In the case of applicants who are not tenured or tenure-track faculty, please evaluate the appropriateness of this application, in relation to the research activities in your department. Note that the tenure of the award must occur within the time frame of the applicant's appointment to Simon Fraser University. In the case of emeritus faculty, please comment on the applicant's recent research record, and potential ongoing research performance.

Please forward to the Office of Research Services by the appropriate deadline.

***NOTE: Handwriting can be difficult to read. Please type or print your evaluation on this form, or on an attached sheet.***

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Applicant:

Proposed Title:

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature

**NOTE:** Chairs may wish to send this form directly to the Research Grants Officer. Nevertheless, it should be understood that this evaluation is the personal information of the applicant. As such, the applicant is entitled to request and be provided with the evaluation.