

Costs for Translation of Stand-alone Publications

Differences from the General Principles of Decision-making Procedures

General principles of the decision-making procedure

Only after approval may applications be submitted to a **peer review procedure** by the publishing houses.

Submission of applications

Fundamentally as described in “General principles of the decision-making procedure”.

Each application is assigned to a Reporter by the appropriate Departmental President. In certain cases (e.g. for interdisciplinary applications or if a Reporter is particularly closely associated with the field in question) Alternates may also be nominated.

Initiation of international review:

There is no international review.

Funding decision:

Fundamentally as described in “General principles of the decision-making procedure”.

Before the Board takes its decision, each application is discussed by the Commission for Stand-alone Publications, which makes recommendations to the Board. Applications and the substance of the reviews are presented to the Commission by the Reporters responsible for them, taking into account any statements made by the Alternates (if Alternates have been nominated). The Commission’s recommendations are often made only following extensive discussions. In most cases they are unanimous.

The Commission’s recommendations are presented to the Board for final decision.

After the Board meeting, the Secretariat prepares the decisions for communication to the applicants. If an application is rejected, the Board provides a brief justification for its decision.

After the decision

If a subsidy for translation is granted, the FWF prepares the funding contract based on its internal check of the submitted estimate for translation costs. Together with the “General guidelines for authors (editors) and publishers for the use and accounting of support from the FWF for translation of stand-alone publications”, which form part of the contract, this is legally binding for all parties involved.

By signing the funding contract, the publisher becomes the FWF’s contractual partner. The publisher is responsible to the FWF for ensuring that translation is performed properly and that the “Contractual terms (relating to the publisher) for the use and accounting of support from the FWF for translation of stand-alone publications”, which form part of the contract, are observed.

The FWF must be acknowledged in the translation it supports with a note in the masthead in the language of the translation and with the following content: “The translation was performed with the support of the Austrian Science Fund (FWF).”

Following submission of the original receipt for payment of translation costs, together with a written request for reimbursement, the publisher receives 50% of the amount approved. The remaining 50% is released only on receipt of a **peer review** of the publication **obtained by the publisher**, a specimen copy of the published translation and a written request for payment sent by the publisher.