Step 1: Check that the policy applies to the type of paper you intend to publish

- **Original, peer-reviewed scientific publications**
- X editorials, conference proceedings, book chapters, text books, PhD theses or any publications that are not peer-reviewed.

Step 2: Check that the publishing policy of your chosen journal respects the FNR Open Access Policy conditions.

- √ Embargo to publish paper in Open Access no longer than six months, counting from the publication date (12 months in social sciences and humanities).
- √ Paper published under an open license, preferably the Creative Commons Attribution CC BY 4.0 (or equivalent).
- √ Persistent address where the full text of the publication can be found, accessed, read and downloaded (e.g. DOI).

Step 3: This depends on the Open Access option chosen

- If the journal asks you to pay an article processing charge (APC) for publishing your article in Open Access, we will reimburse the associated costs of eligible articles through the annual Open Access Fund call up to a certain ceiling, and providing the following conditions are met:
  - FNR funding and grant number is acknowledged
  - Peer-reviewed according to international standards
  - Authors hold copyright of (a final accepted version of) their publication
  - Journal is listed in the Directory of Open Access Journals DOAJ (for Gold Open Access), Web of Science, Scopus or PubMed (for Hybrid Open Access)
  - The journal has publicly available information on their standard APCs

- If the journal does not offer an FNR-compliant paid Open Access option, you can still comply with the policy by depositing a copy of the author’s manuscript version (post-print, the final accepted version) in a suitable and sustainable repository. You should make this freely available no later than six months after the date of publication (12 months for social sciences).
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WHAT IF THE JOURNAL DOES NOT HAVE AN OPEN ACCESS OPTION OR ALLOW SELF-ARCHIVING WITHIN THE DEFINED EMBARGO?

You have three options:

• Every effort should be made to choose journals complying with the FNR Open Access Policy requirements. Reconsider your choice of journal.

• Try to retain ownership of your copyright, i.e. grant a licence of your copyright to a journal instead of signing over copyright. The licence allows the journal to publish but still allows you to make your research available through a repository. This can be achieved for example through the SPARC Author Addendum to Publication Agreement.

• Agree to the journal’s arrangements on the condition that it is specifically agreed that deposition in a defined repository can take place. The following is an example of wording that could be included in an agreement with a journal:

“Notwithstanding any of the other provisions of this agreement, the journal acknowledges that the researcher will be entitled to deposit an electronic copy of the final, peer-reviewed manuscript for inclusion in (name of repository).”

ALSO CONSIDER

• Making data linked to the publication freely available for validation and reuse.

• Signing up for a free ORCiD (Open Researcher and Contributor ID). It allows easy identification of researchers and their publication record.

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