



Lausanne, 19 December 2017

**OPEN-ACCESS PUBLISHING  
FRAMEWORK AGREEMENT**

-

**FOR AUSTRIAN  
RESEARCH PERFORMING AND  
RESEARCH FUNDING INSTITUTIONS**

Offer valid until the 31<sup>ST</sup> of December, 2017

**Contact details**

**Current address:**

Frontiers Media SA  
EPFL Innovation Square, Building I  
Lausanne, 1005, Switzerland

**New address per 8 January 2018:**

Frontiers Media SA  
Avenue du Tribunal Fédéral 34  
Lausanne, 1005, Switzerland  
+41 21 510 17 00

Ronald Buitenhuis  
**Head of Publishing Solutions**  
[ronald.buitenhuis@frontiersin.org](mailto:ronald.buitenhuis@frontiersin.org)

Frank Hellwig (Frontiers Media Ltd, UK)  
**Institutional Memberships Manager**  
[frank.hellwig@frontiersin.org](mailto:frank.hellwig@frontiersin.org)

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# Table of Contents

**FOREWORD..... 3**

**ABOUT FRONTIERS ..... 4**

**CENTRAL INVOICING AGREEMENT FOR PARTICIPATING INSTITUTIONS ..... 5**

BACKGROUND ..... 5

AGREED TERMS ..... 5

ANNEXES..... 8

**ANNEX 1 – TERMS FOR CENTRAL INVOICING ..... 9**

1.1 GENERAL TERMS ..... 9

1.2 FINANCIAL TERMS ..... 10

1.3 VERIFICATION OF ELIGIBLE ARTICLES..... 13

1.4 THIS AGREEMENT AND FRONTIER’S EDITORIAL PROCESSES..... 14

1.4 ACKNOWLEDGEMENT OF THE FUNDERS ..... 15

1.5 PUBLISHED ARTICLES – COPYRIGHT LICENSE..... 15

1.6 TRANSPARENCY / NON-CONFIDENTIAL PRICING AND OTHER TERMS..... 15

1.7 REPORTING ..... 17

1.8 AUTOMATIC DEPOSITING IN REPOSITORIES ..... 17

1.9 DEPOSITING BY AUTHORS IN REPOSITORIES ..... 18

1.10 INSTITUTIONAL REPOSITORIES..... 18

1.11 INSTITUTIONAL MEMBERSHIP PLANS WITH FRONTIERS ..... 19

**ANNEX 2 - LIST OF PARTICIPATING INSTITUTIONS ..... 22**

**ANNEX 3 - FORM OF DECLARATION OF PARTICIPATION ..... 23**

**ANNEX 4 - VERIFICATION PROCESS ..... 25**

VERIFICATION WORKFLOW ..... 25

DESCRIPTION OF THE VERIFICATION PROCESS..... 25

## Foreword

Frontiers is pleased to present this Agreement, describing the terms of a simplified and centralized invoicing plan, to Austrian Research Performing and Research Funding Institutions.

The terms of this Agreement will simplify the provisions of the benefits of cost-effective and innovative open-access publishing to researchers at Austrian institutions.

Frontiers and the Austrian institutions of higher learning are all active in advancing the cause of open science and are natural partners in this effort. Numerous Austrian institutions have signed the Berlin Declaration on Open Access to Knowledge in the Sciences and Humanities and have implemented Open Access policies and the Austrian Science Fund (FWF) has expressed support for the OA2020 initiative, which calls for innovative open-access solutions “*by converting resources currently spent on journal subscriptions into funds to support sustainable OA business models.*”

Frontiers has been an innovation leader in open science for over ten years and is aligned with the vision and policies of the European Commission, which has ruled, for example, that all publicly-funded scientific papers must be made free to access by 2020. Frontiers and the Austrian institutions represented here recognize the potential of this Agreement to extend and strengthen open science in Austria, by making research results more openly available to the world, thereby accelerating scientific and technological innovation, societal progress and economic growth.

In this *Open Access Publishing Framework Agreement*, terms are defined that will apply to any Austrian Research Performing and/or Research Funding Institution that wishes to benefit from a centralized invoicing process for their authors. Austrian institutions can become Participating Institutions by signing the *Form of Declaration of Participation* consistent with the sample document set out in **Annex 3** to this Agreement and receiving in return a copy of that document signed by Frontiers to confirm its agreement.

Participating Institutions will benefit from transparent reporting that provides comprehensive oversight into expenditures and research outputs on an institutional and national level, as well as a cost advantage.

The full transition to Open Science has the potential to accelerate scientific discovery to the benefit of humanity. The world needs science-based insights more than ever in order to tackle critical challenges in health, climate change and environmental sustainability, while at the same time driving innovation, boosting our productivity and growing our economies.

We therefore thank the Austrian Science Fund (FWF) and the University of Vienna as initial signatories and all Participating Institutions who, as co-signers of this landmark *Open Access Publishing Framework Agreement for Austrian Research Performing and Research Funding institutions*, are leading the way in this transition.

Frontiers  
December 2017

## About Frontiers

Frontiers is a community-driven Gold Open Access publisher and Open Science platform on a mission to empower scientists in the publishing process and accelerate scientific innovation, societal progress and economic growth through rapid and open dissemination of research results.

Born digital in 2007, Frontiers was the first to bring scholarly publishing entirely onto an integrated open-science platform, which makes peer-review efficient, highly effective, transparent and accountable, provides impact metrics for papers and researchers, merges open-access publishing with a research network platform, Loop, to catalyse research dissemination and collaboration, and popularizes research to the public, including young people of school age.

Frontiers is today one of the top 5 leading Gold Open Access publishers, spanning 463 academic disciplines across science, medicine, technology & engineering, humanities & social sciences, and publishes several of the largest journals in their respective fields, many of which consistently rank amongst the [highest cited journals](#)<sup>1</sup> in the Journal Citation Reports. Frontiers has attracted over 400,000 researchers as authors and editors, including [75,000 world-renowned scientists](#)<sup>2</sup>, clinicians and scholars serving on the Frontiers editorial board, making it one of the largest and most prestigious in the world. Every month, Frontiers articles receive 10 Million views and downloads globally and more than 1'000 news mentions in popular media outlets, such as the BBC, TIME and The New York Times.

Frontiers is a member of the European Commissions' [Expert Group on the Future of Scholarly Publishing and Scholarly Communication](#)<sup>3</sup>, participates in two Horizon 2020 grants, OpenMinted and OpenUp, and collaborates with trusted brands and partners to advance Open Science worldwide, including the World Economic Forum, Microsoft Academic, Science Business, Digital Science, Jacobs Foundation, Drahi Foundation and many others. Frontiers has publishing agreements with 56 universities in Europe and the US, is a member of OASPA, ALPSP, COPE and SPARC Europe; it participates in ORCID and is indexed in the Web of Science, Journal Citation Reports, CLOCKSS, OpenAIRE, PubMedCentral and DOAJ. It has received numerous awards and distinctions, including the ALPSP Gold Award for Innovation in Publishing.

Frontiers has a global team of ~400 highly skilled staff and engineers across Lausanne (HQ), London, Madrid, Seattle, Trivandrum and Beijing.

For more information on Frontiers, please see the accompanying general document on Frontiers and Open Science, or visit our web pages:

**Website:** <http://www.frontiersin.org>

**2016 Report:** <http://annualreport.frontiersin.org/>

**On YouTube:** <https://www.youtube.com/c/FrontiersMediaSA>

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<sup>1</sup> <https://blog.frontiersin.org/2017/06/28/frontiers-top-quality-journals-impact-factors-citations-analysis/>

<sup>2</sup> <http://blog.frontiersin.org/2015/04/21/infographic-frontiers-editors-by-the-numbers/>

<sup>3</sup> <https://blog.frontiersin.org/2017/10/05/frontiers-participating-in-european-commission-expert-group/>

## Central Invoicing Agreement for Participating Institutions

**Effective Date:** 1<sup>st</sup> January 2018

**Parties:**

- (1) **Frontiers Media SA**, a Swiss corporation (no. CH-550.1.053.916-3) having its principal place of business at EPFL Innovation Square, Building I, 1015 Lausanne, Switzerland, as from 8 January 2018: Avenue du Tribunal Fédéral 34, Lausanne, 1005, Switzerland (**Frontiers**), and
- (2) **The Participating Institutions listed in Annex 2** to this Agreement, as updated from time to time by Frontiers.

### Background

The parties wish to record the terms of their agreement concerning Frontiers' Gold Open Access central invoicing arrangements, available to all Austrian Research Performing and/or Research Funding Institutions who agree to the terms set out in this Agreement.

### Agreed Terms

#### 1. Definitions

In this Agreement, including its Annexes and accompanying documents, the following definitions apply:

**Article Processing Charges** or **APCs**: the charge made by Frontiers for publication of an article.

**Eligible Author**: An author of a research article who fulfils the eligibility criteria of a Participating Institution, as set out in the relevant Declaration of Participation.

**Eligible Article**: an article in respect of which a Participating Institution is, with its agreement, invoiced for, and pays, the APC centrally in accordance with this Agreement. By default, an article submitted by an Eligible Author is an Eligible Article, unless the relevant Participating Institution refuses to pay the APC for such article.

**Declaration of Participation**: a declaration, substantially in the form set out in **Annex 3** to this Agreement, of and signed by an Austrian Research Performing or Research Funding Institution, of participation in this Agreement, which must then be countersigned by Frontiers to come into effect.

**National Discount**: the discount applied by Frontiers to Eligible Articles in accordance with this Agreement.

**Participating Institution:** an Austrian academic research performing and/or research funding institution which has signed the Form of Declaration of Participation and received a copy of that form countersigned by Frontiers in return. This agreement is intended for academic, non-profit, research organisations (and their state funders). If commercial research institutions wish to participate in this agreement, they should contact Frontiers.

## 2. Formation and Status of this Agreement

- a. This Agreement is constituted by this document and the attached **Annexes 1-4** to this Agreement, which Annexes form an integral part of this Agreement.
- b. In the event of conflicts or inconsistencies between sections 1-8 of this Agreement and the provisions of any Annex, the provisions of the Annex shall prevail to the extent of the conflict or inconsistency.

## 3. Eligibility and Participation

- a. Any Austrian academic research performing and/or state research funding institution which, during the term of this Agreement, completes, signs and returns to Frontiers (whether as a pdf or on paper) a document substantially in the form of **Annex 3** confirming its participation in this Agreement, will become a Participating Institution under this Agreement and will be entitled to enjoy the rights, and shall be subject to the obligations, set out in this Agreement, as soon as its Declaration of Participation has been countersigned and returned by Frontiers.
- b. **Annex 2** states the Participating Institutions at the date of signature of this Agreement. Frontiers will forward an updated copy of **Annex 2** to all Participating Institutions each time a new Participating Institution is added or a party ceases to be a Participating Institution.

## 4. Frontiers' Undertakings

Frontiers undertakes, for the duration of this Agreement (and, in respect of each Participating Institution, for as long as it has that status) to comply with its obligations as set out in this Agreement, including in particular the discount and repository provisions.

## 5. Undertakings of Participating Institutions

Each Participating Institution undertakes, for the duration of its participation in this Agreement, to comply with its obligations as set out in this Agreement, including in particular providing a single point of contact and invoicing for the Participating Institution concerned.

## 6. Communication of this Central Invoicing Agreement

All Participating Institutions agree to inform Austrian Research Performing and/or Research Funding Institutions of the possibility of benefitting from this Agreement and to encourage them to become Participating Institutions.

## 7. Term and Termination

- a. This Agreement enters into force on **1<sup>st</sup> January 2018** and shall have an initial term ending on **31<sup>st</sup> December 2018**. Thereafter it shall be automatically renewed for further one-year periods ending on an anniversary of the end of the initial term, unless terminated by all Participating Institutions, acting together, or Frontiers, by giving not less than two months' written notice of termination for the end of the initial term or any extension period.
- b. Any Participating Institution may terminate its participation in this central invoicing agreement by giving not less than two months' written notice of termination of its participation, to expire on the last day of the initial term or of an extension period.
- c. Any Participating Institution, acting for itself only, or all Participating Institutions, acting together and for this purpose forming one party, on the one hand, or Frontiers, on the other hand, may terminate this Agreement by written notice with immediate effect if the other party commits a material breach of this Agreement and fails to remedy that breach following written notice by the terminating party, specifying the breach and requiring that it be remedied.

## 8. Dispute Resolution

- a. This Agreement is governed by Austrian law.
- b. The parties will in good faith attempt to negotiate to resolve any issues or disputes arising, and if necessary to escalate matters internally.
- c. To the extent that any issues or disputes cannot be avoided or resolved as described in a above, such disputes shall be subject to the jurisdiction of the courts of Vienna, Austria.

Signed by Frontiers on the date set out below.

### Frontiers Media SA

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Kamila Markram  
CEO

Date: 19 December 2017

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Frederick Fenter  
Executive Editor

Date: 19 December 2017

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Ronald Buitenhuis

Head of Publishing Solutions

Date: 19 December 2017

## Annexes

- Annex 1:** Terms for Central Invoicing
- Annex 2:** List of all Participating Institutions
- Annex 3:** Declaration of Participation
- Annex 4:** Example of verification workflow



## Annex 1 – Terms for Central Invoicing

### 1.1 General Terms

These terms form part of the Central Invoicing Agreement for Participating Institutions and this is the Annex 1 referred to in the body of that Agreement.

#### Summary

- Equal terms for each Participating Institution, based in Austria, regardless of size or research output.
- Any Austrian academic research performing and/or state research funding institution can become a Participating Institution at any time by signing the Declaration of Participation set out in **Annex 3** and receiving by return a copy of that declaration signed by Frontiers.
- Article Processing Charges (APCs) for Eligible Articles are no longer invoiced to or paid by those authors, but by the respective central contact point of each Participating Institution as stated in its respective Declaration of Participation.
- Each Participating Institution will be able to verify (and accept or refuse) responsibility for an article before invoicing, after submission, during the review process.
- As this simplifies the publication process an additional discount (“National Discount”) on top of any standard discounts will apply to articles whose APCs are paid centrally by a Participating Institution under this Agreement. The National Discount applies only to Participating Institutions, and does not apply to APCs for which central payment by a Participating Institution is refused.
- There are no costs from Frontiers other than the Article Processing Charges (APCs).
- These terms become operational **without** any requirement for a minimum number of Participating Institutions.

## 1.2 Financial terms

### Costs

The only costs invoiced by Frontiers for Eligible Articles are the Article Processing Charges (APCs). Articles rejected for publication by Frontiers do not incur any fees or costs.

- There is no minimum annual charge. Yearly costs under this agreement for any Participating Institution depend exclusively on the number of Eligible Articles from that institute published by Frontiers within that year.
- Each Participating Institution will be able to verify, and confirm or refuse, an article as an Eligible Article (and thus its responsibility for any APCs), at its discretion.
- If a Participating Institution declines the APC for a given article, Frontiers will invoice the corresponding author, without the National Discount.
- If no articles from a given Participating Institution are published by Frontiers in a year, that institute will have zero Frontiers-related publishing costs for that year.
- If hard copies are required, Frontiers will make an offer for that additional service, the charges being invoiced as directed by the author or institution requesting the hard copies.

### Article Processing Charges (APCs)

Frontiers' APCs depend on the specific journal and the type of article to be published. An overview can be found on Frontiers' website: <https://www.frontiersin.org/about/publishing-fees>

The applicable APC is the one valid at time of manuscript submission. APCs may be subject to periodic revisions.

Certain standard discounts apply (see section "Standard discounts") such as for articles published as part of a Research Topic or for members of Frontiers editorial boards. The discount(s) potentially or actually applicable to an article are those in force (as stated on Frontiers' website) on the date of submission of the article concerned.

### Additional National Discount for Participating Institutions

- The National Discount is an additional 10% discount offered by Frontiers on all APCs for Eligible Articles.
- The National Discount is on top of any other standard discounts we offer – see section "Standard discounts". It is calculated on the net amount after other discounts have been calculated and applied.
- The National Discount will be applied by Frontiers automatically to any Eligible Article.
- Participating Institutions which make a pre-payment: If the pre-payment amount is exhausted, the institution may, but is not obliged to, replenish the pre-payment account. If that account is not replenished, Frontiers will revert to monthly invoicing with thirty-day payment terms, with no loss of discounts.

## Article types

Frontiers currently defines article types as set out below. It may be necessary to adjust these definitions and/or to introduce new ones as publishing practices evolve. Any changes will be announced on our website.

- **A-Type Articles:** Classification, Clinical Study Protocol, Clinical Trial, Hypothesis & Theory, Methods, Original Research, Policy and Practice Reviews, Protocols, Review, Systematic Review, Technology Report
- **B-Type Articles:** Case Report, Clinical Case Study, Clinic-Pathological Conference (CPC), Community Case Study, Conceptual Analysis, Curriculum Instruction and Pedagogy, Empirical Study, Evaluation, Mini Review, Perspective, Policy Brief
- **C-Type Articles:** Code, Data Report, General Commentary, Opinion, Research Snapshot
- **D-Type Articles:** Book Review, Core Concept (Young Minds), Correction, Editorial, Field Grand Challenge, Focused Review, Frontiers Commentary, New Discovery (Young Minds), Specialty Grand Challenge.

## Standard discounts

Standard discounts are applied to Frontiers' A-type articles, and these will be applied in addition to the discount applicable under this Agreement.

The standard discounts are not cumulative, so only one of the standard discounts is available for any article. If one of these standard discounts applies, Frontiers automatically applies the discount to the APC.

The standard discounts and the National Discount are, however, cumulative. The National Discount is applied to the net price after deduction of a standard discount.

These standard discounts may be subject to periodic revisions. Please see <https://www.frontiersin.org/about/publishing-fees> for actual information on the discounts.

## Payment

Instead of invoicing the authors, invoices will be aggregated and sent monthly to central contact point of the relevant Participating Institution. Invoices are payable within thirty days of invoice. APCs will be invoiced in US Dollars.

Pre-payment option: Participating Institutions can opt to make a pre-payment, which would create a fund managed by Frontiers and from which APCs would be debited. The process for confirming or rejecting the institute's responsibility for each article would be the same as described in the section "Verification of Eligible Articles". The financial conditions, including discounts, remain the same for all Participating Institutions.

## Rationale for Frontiers' APC structure

Frontiers, as a Gold open-access publisher, requires the payment of an article processing charge (APC) for most accepted articles. In return, our publishing service benefits authors and their institutes in the following ways:

### **Basic open-access services:**

1. Submit-review-reject/accept: Submission and peer-review
2. Author (or institution) retention of copyright: Gold OA publishers do not ask for transfer of copyright. Publication is on CC-BY terms
3. On-line display: Free to read, download and distribute under Creative Commons CC-BY (attribution of authors and first publisher) conditions
4. Permanent storage: Redundancy systems for robustness
5. Archiving: Independent third-party archiving and storage for an additional storage guarantee, distributed reader access

### **Advanced open-access services:**

1. Digital editorial office: editorial independence, efficiency
2. Collaborative Review: fair, constructive, interactive, efficient, custom-made online IT platform
3. Author & editor profiles: transparency, visibility, dissemination, impact
4. Reviewer names published: acknowledgement, accountability, transparency
5. Comments/blogs: post-publication discussion
6. Article impact metrics: for real-time article impact assessment
7. Author impact metrics: for real-time aggregated impact assessment
8. Journal impact metrics: for transparent value of services provided
9. Press releases and social media exposure: maximizing public visibility
10. Media impact metrics: clear information on public visibility
11. Loop network: dissemination and ease of finding of articles
12. Discovery: personalized dynamically-computed reading lists
13. Tiering: spotlighting the best articles, judged democratically
14. eBooks: convenient packaging and dissemination of Research Topics
15. Honoraria: acknowledging the contribution of chief editors while avoiding conflicts of interest
16. Awards: acknowledging participation and outstanding performance
17. Waivers: removing blocks to Open Access publishing, enabling anybody to publish high quality science without budget restrictions
18. Subsidies: support for new journals and academic fields that do not have a budget for APCs.

### 1.3 Verification of Eligible Articles

The date of acceptance for publication by Frontiers is the reference date to decide whether an article is covered by this agreement. Any article accepted after the relevant institution's start date will be covered by this agreement, even if submitted prior to that start date; thus, the central invoicing process and agreed discounts will apply to those articles unless refused by the Participating Institution, at its discretion. However, the applicable APCs are those applying at the date of submission.

Each Participating Institution will have the opportunity to verify whether an article is covered by this arrangement.

This verification takes place after submission and once Frontiers' Ethics and Integrity team has ensured that the paper is objectively fit for peer review, in parallel with Frontiers' review process. This allows timely verification of articles. This process also allows Frontiers to aggregate all invoices into a single monthly invoice, and to ensure that invoices are sent to the central point rather than to each author.

If an institution prefers to verify only on acceptance of the article for publication, Frontiers can accommodate this preference, but this would oblige Frontiers to invoice separately for each article instead of sending a monthly aggregated invoice. Errors can still be flagged, and incorrect invoices will be modified. It is possible that Frontiers may in the future be able to offer verification on acceptance coupled with aggregated invoices; Frontiers will inform all Participating Institutions in such a case.

An example of a possible workflow is included in **Annex 4** to this Agreement. The workflow may change for each Participating Institution. The workflow for each Participating Institution can be discussed and agreed before or after exchange of the signed Declaration of Participation.

#### Single point of contact and invoicing

A condition for Participating Institutions is to provide a single point of contact for verification and invoicing purposes for each Participating Institution. It is important that Frontiers receives a response (either a confirmation or a refusal) to the verification request email for each article within 21 days. A first reminder is sent by Frontiers after 7 days, and a second reminder after 14 days, to the central point of contact. In the absence of a response in that time, it will be assumed that the article is not an Eligible Article and Frontiers will invoice the Corresponding Author without the National Discount.

**What if a Participating Institution confirms an article as an Eligible Article, but then realises, for any reason, that it does not wish to pay the relevant APC?**

When a Participating Institution has either confirmed its payment of APCs for an article in error, or changes its mind (due, for instance, to a change in its understanding of the situation), Frontiers will endeavour to cooperate by instead invoicing the author or (if applicable) another institution. However, if Frontiers has relied on the confirmation of a Participating Institution and is unable to obtain payment from an alternative source following a change in response by an institution, it asks that the Participating Institution take responsibility for the late change and pay the relevant APC.

**1.4 This agreement and Frontier's editorial processes**

All articles submitted will remain subject to Frontiers' editorial processes, policies and conditions. The arrangements offered here have no effect on the peer-review, acceptance, rejection and retraction processes in place at Frontiers.

## 1.4 Acknowledgement of the funders

Funder information is published with the article; Frontiers collaborates with FundRef on uniform representation of funder information.

The following standard Open Access Acknowledgement will be added to all articles whose APCs are paid for centrally under this Agreement: Open Access Funding by [Name of the Participating Institution].

## 1.5 Published Articles – Copyright License

Authors (or their institutions) retain their copyright; see also Frontiers' copyright statement: <https://www.frontiersin.org/Copyright.aspx>

We publish all our content under the **Creative Commons “Attribution” (CC-BY) license**, currently version 4.0 and automatically updated as and when updated by the Creative Commons organization, see also <https://www.frontiersin.org/Copyright.aspx>

This license allows (subject to attribution to the authors and of first publication by Frontiers):

**Sharing** — copy and redistribute the material in any medium or format

**Adaptation** — remix, transform, and build upon the material for any purpose, even commercially.

Note that for articles published prior to July 2012, Frontiers published under the Creative Commons non-commercial (CC-NC) license, which is similar to CC-BY but does not allow commercial use.

## 1.6 Transparency / non-confidential pricing and other terms

Frontiers' peer-review process is clearly described on our website: <https://www.frontiersin.org/about/review-system>

See also our blog post on peer-reviewing and transparency: <https://blog.frontiersin.org/2017/09/12/competing-interests-in-peer-review-the-importance-of-transparency/>

Frontiers has, as participating publisher of The Initiative for Open Citations, or “I4oC”, chosen to deposit, and make citation data publicly available. More information can be found here: <https://i4oc.org>

Regarding the prices, our "pricing model" is readily and transparently available publicly on this webpage: <http://home.frontiersin.org/about/publishing-fees>

All arrangements we have with libraries or national consortia are publicly announced on our institutional membership page: <http://home.frontiersin.org/about/institutional-membership>

The details of this agreement, the agreed discounts and the actual paid APCs can be made public by Frontiers, as well as by each Participating Institution.



## 1.7 Reporting

For each Participating Institution, Frontiers will create a Frontiers account, allowing corresponding authors to select their institutions as payers during submission, and allowing the institution at any given moment to log in online to find the current status, in real time, of all its invoices. The account referred to in the preceding sentence can be operational within five working days.

Participating Institutions will receive monthly PDF/CSV/XLS statements containing the titles, DOIs and link to the published article, journal title APCs, applied discounts, final amounts, corresponding author and her/his email address, other authors, funding information (Grant ID), date of notification (email sent from Frontiers to institution), date of verification by the Participating Institution, and the submission, acceptance and publication date, and affiliation of every article accepted within the immediately- preceding month.

In addition to monthly statements, Frontiers will provide a detailed annual report (currently in CSV format) to each Participating Institution with an overview of that institution's published Eligible Articles, titles, DOIs, link to the published article, journal title, APCs, applied discounts, final amounts, Corresponding Author and her/his email address, other authors, funding information (Grant ID), affiliations, as well as submission, acceptance and publication dates. Upon request Frontiers can provide this report to any Participating Institution more frequently.

Frontiers will also provide an annual overview report to each Participating Institution covering the whole country and broken down per Participating Institution.

## 1.8 Automatic depositing in repositories

Frontiers automatically submits its content to various third-party repositories. To some repositories all peer-reviewed content is submitted; for example, the full text of all articles is submitted to CLOCKSS for long term archiving and preservation. Abstracts and metadata of all Frontiers journals are deposited in the DOAJ. The repositories in which this content is deposited are dynamic, and no repository gives any guarantee that it will maintain its relationship with any publisher, but Frontiers strives to ensure that all its journals, including new journals, are referenced in all major repositories, [and in particular the DOAJ](#).

If any journal is removed from, or not included in, the DOAJ, any Participating Institution may, for itself, remove that journal from the scope of this arrangement.

Depending on the journal, where relevant, content is also submitted to (or is indexed by) other repositories, such as PubMed Central, EuropePubMed Central, Google Scholar (all journals, crawled by Google), CAS, OpenAIRE, Web of Science, Scopus, Embase, Ei Compendex, Semantic Scholar, PsycINFO, Ulrich's Periodicals Directory, etc.

All our content is submitted to CrossRef and published with a DOI, which creates a durable link to the content.

## **1.9 Depositing by authors in repositories**

Authors and institutions may archive, under the CC-BY license, any version of the publication and without any delay in any other repository or website.

## **1.10 Institutional repositories**

Frontiers can also, on request and subject to agreement as to the scope and the process, provide metadata to any national consortium or other national body, and/or to individual universities, including Participating Institutions, for inclusion in institutional repositories. The simplest available option is for Frontiers to regularly put the data in NLM or JATS format, via XML format onto an FTP server. If other or special formats are required, this can be investigated.

## 1.11 Institutional Membership plans with Frontiers

As of 20 December 2017, Frontiers has 59 institutional membership plans in place with university libraries, consortia and funders:

### AUSTRALIA

Queensland University of Technology

### AUSTRIA

Austrian Science Fund (FWF)  
University of Vienna

### CANADA

College of Biological Science - University of Guelph  
University of Ottawa

### GERMANY

Bielefeld University  
C.v.O University Oldenburg  
Deutsches Krebsforschungszentrum  
Deutsches Zentrum für Neurodegenerative Erkrankungen e.V. (DZNE)  
Eberhard Karls Universität Tübingen  
Forschungszentrum Jülich  
Freie Universität Berlin  
Göttingen University  
Heidelberg University  
Helmholtz-Zentrum Dresden-Rossendorf  
Helmholtz-Zentrum für Infektionsforschung  
Helmholtz-Zentrum Geesthacht Zentrum für Material- und Küstenforschung  
Karlsruhe Institute of Technology (KIT)  
Ludwig-Maximilians-Universität München  
Max Planck Society  
Max-Delbrück-Centrum für Molekulare Medizin (MDC)  
Ruhr-University Bochum  
Technical University of Munich (TUM)  
Technische Universität Darmstadt  
TU Chemnitz  
University of Bremen  
Universität Kassel  
University of Konstanz  
Universität Leipzig  
University of Mannheim

Universität Osnabrück  
University Potsdam  
University of Regensburg  
University of Stuttgart  
University of Ulm

## **HUNGARY**

University of Szeged

## **ITALY**

Fondazione Istituto Italiano di Tecnologia

## **NETHERLANDS**

Amsterdam University of Applied Sciences  
TU Delft  
Vrije Universiteit Amsterdam (VU)  
Vrije Universiteit MC (VUmc)

## **NORWAY**

The Arctic University of Norway (UiT)

## **RUSSIA**

Kazan Federal University

## **SPAIN**

The Spanish National Research Council (CSIC)

## **SWITZERLAND**

École Polytechnique Fédérale de Lausanne (EPFL)  
ETH Zurich  
University of Zurich

## **UNITED KINGDOM**

Brunel University  
Manchester Metropolitan University  
Queen Mary University of London  
University College London (UCL)  
University of Birmingham  
University of Bristol  
University of Cambridge

University of Edinburgh  
University of Manchester  
University of Nottingham  
University of Sheffield

**USA**

George Mason University

For a complete overview please visit Frontiers' [institutional membership page](#)<sup>4</sup>.

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<sup>4</sup> <http://home.frontiersin.org/about/institutional-membership>



## Annex 3 - Form of Declaration of Participation

This is a Declaration of Participation under Frontiers' *Open Access Publishing Framework Agreement for Austrian research performing and research funding institutions*, coming into effect on 1<sup>st</sup> January 2018 (the "Agreement"). Definitions in the Agreement apply in this Declaration of Participation.

All Austrian research performing and research funding institutions which sign, with Frontiers, a Declaration of Participation in the form set out below will become Participating Institutions and shall be added to **Annex 2** of the Agreement.

The institution completing this Declaration of Participation is referred to here as the "New Participating Institution."

**Start date:** .....

*(if not completed, the start date will be the date of signature by both parties)*

### Contact- and billing details of the New Participating Institution

Name of the New Participating Institution: .....

Address of main office or central contact point: .....

Email address of central contact point: .....

Phone number of central contact point: .....

Billing address (if different from main office or central contact point): .....

VAT number (if applicable): .....

### Pre-defined Domain Names of the New Participating Institution

The following Domain Names can identify an Eligible Author:

*(please complete the list of domain names)*

.....

### Criteria for Eligible Authors

Criteria for Eligible Authors (whose articles can be paid centrally under this *Open Access Publishing Framework Agreement for Austrian research performing and research funding institutions*):

*By default:* A corresponding author of a given article (being the author who submits an article in his or her name, or as the representative of multiple co-authors, to Frontiers), and who is affiliated to the Participating Institution.

*Alternative criteria if desired by the New Participating Institution:* .....

***(To be completed by the Participating Institution if desired)***

### Declaration of Participation

The New Participating Institution declares that it participates in the Agreement as from the start date indicated above. As from that date the New Participating Institution will benefit from the rights, and accepts the obligations, of Participating Institutions under the Agreement.

Signed:

\_\_\_\_\_  
Name of Institution: .....  
Name of Signatory: .....  
Title: .....  
Place: .....  
Date: .....

Agreed:

### Frontiers Media SA

\_\_\_\_\_  
Kamila Markram  
*CEO*  
Place: Lausanne  
Date: .....

\_\_\_\_\_  
Frederick Fenter  
*Executive Editor*  
Place: Lausanne  
Date: .....

\_\_\_\_\_  
Ronald Buitenhuis  
*Head of Publishing Solutions*  
Place: Lausanne  
Date: .....



## Annex 4 - Verification process

### Verification workflow

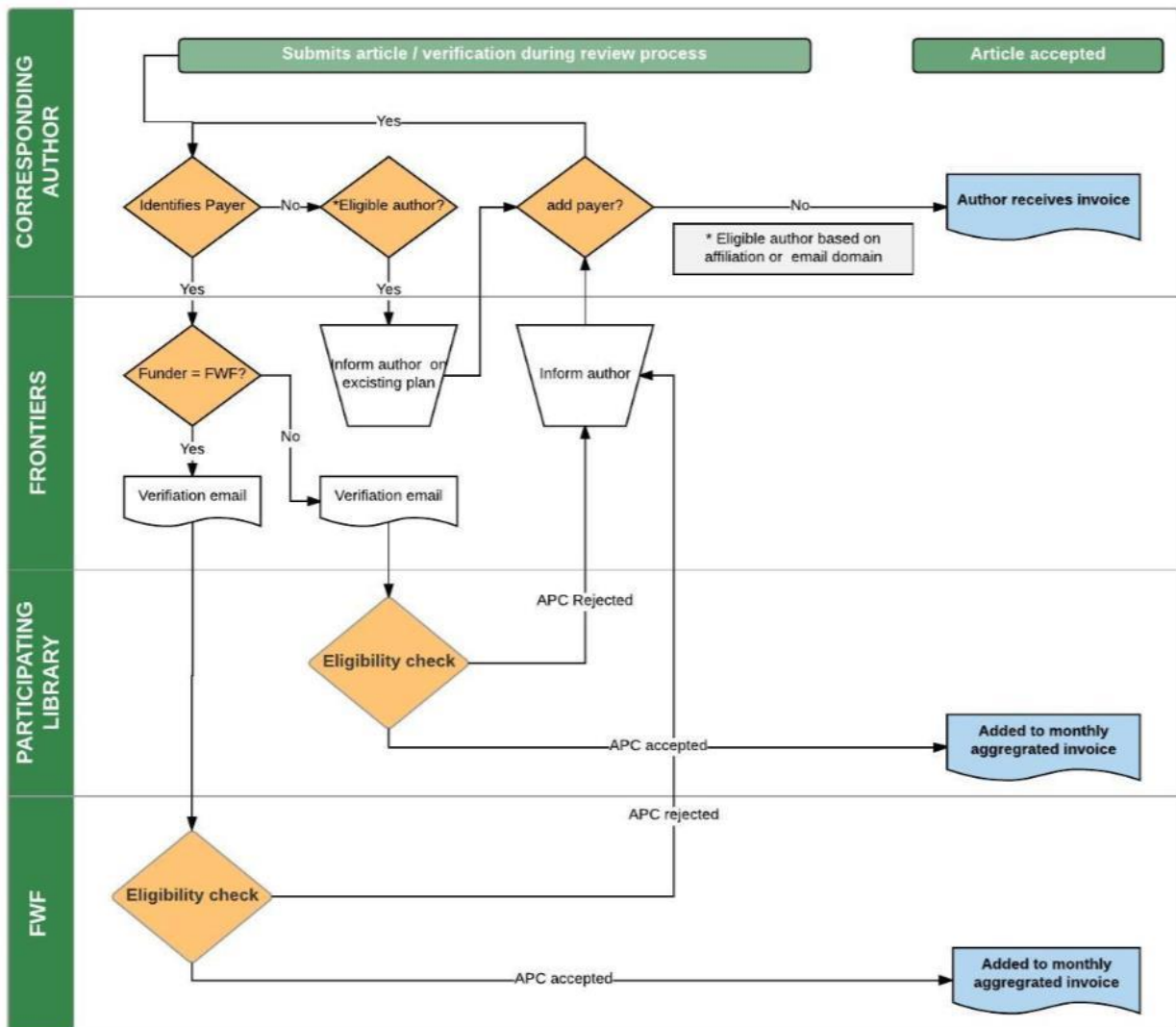


Figure 1. Verification workflow

### Description of the verification process

1. Upon submission, the corresponding author identifies the Participating Institution that (s)he believes will pay the invoice (“Payer”) which is usually the corresponding author’s own institute (if it is a Participating Institution) from the pre-defined payers’ list (see **Annex 2**, which is current at the date of signature of this Agreement but will be amended to reflect the Participating Institutions at any given time). Any Participating Institution will be included in this list.

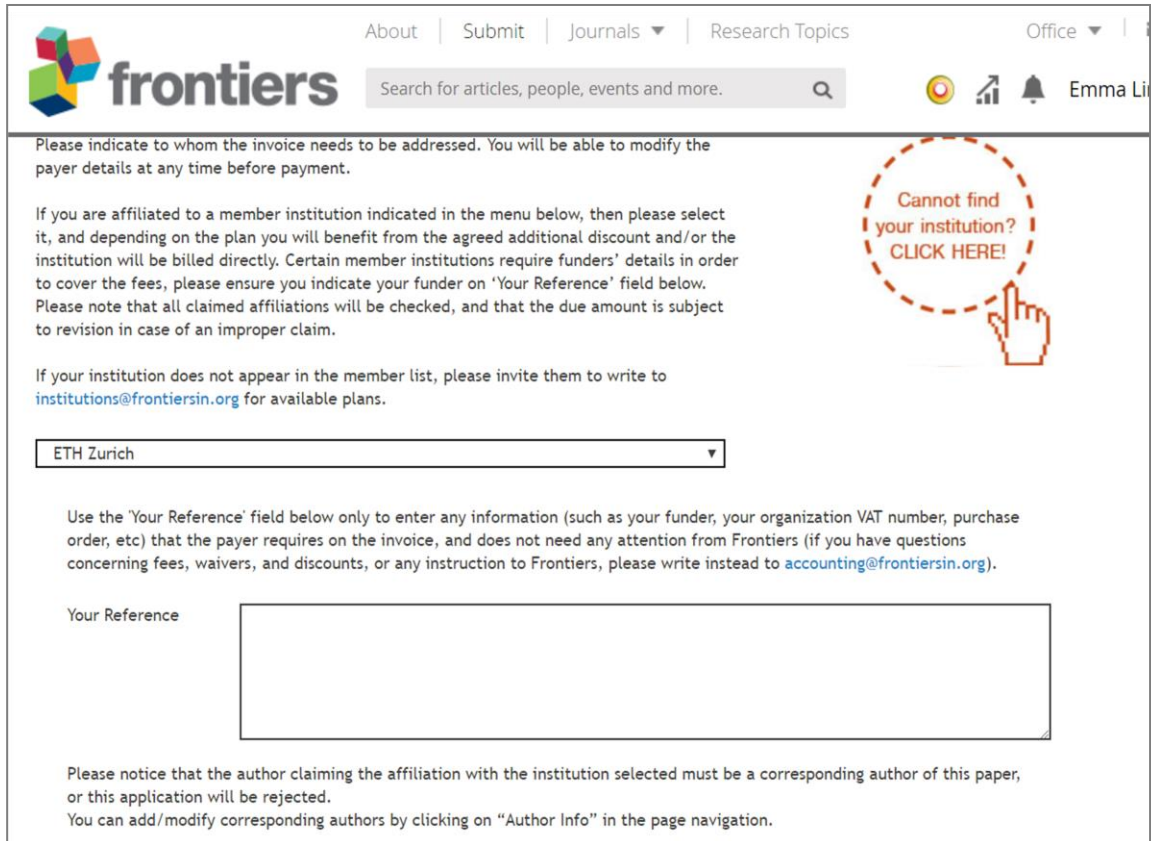


Figure 2. Screenshot of selecting the Payer during the submission process

2. If a corresponding author submits via the pre-defined domain name (**Annex 3**) of a Participating Institution or uses the affiliation of any of the Participating Institutions, but does not identify the Payer, Frontiers will contact the corresponding author to inform him/her of the central invoicing arrangement offered here.

3. If the funder is the FWF, Frontiers will send the verification email first to the FWF for verification (regardless of which Payer is chosen by the corresponding author.)

**Funding Information**  
Identify your funding institution using the database provided by [Funding data](#). To help maximize your chances of finding a match use the official name or abbreviation (in original language) of your funding body. ONLY if you cannot find your funding institution, provide it in the funding statement box below instead.

Funding body

Award number

+ Add another award number

**Funding Statement:**  
The funding statement should list all your funding information. It will be included in your article upon final publication.

Figure 3. Screenshot of the page where funder information can be added by the author

4. A verification email is sent to the Payer. This verification email contains relevant details (including any funder information) so a proper assessment can be made by the Payer.

1. Title "Exploring fingerprints of the extreme thermoacidophile *Metallosphaera sedula* grown on synthetic Martian regolith materials as the sole energy sources", by Denise Kölbl, Marc Pignitter, Veronika Somoza, Mario Philip Schimak, Oliver Strbak, Amir Blazevic and Tetyana Milojevic\*, published in "Frontiers in Microbiology-Extreme Microbiology".

Corresponding Author: Tetyana Milojevic  
Author email: tetyana.milojevic@univie.ac.at  
Submission date: 30.06.2017  
Acceptance date: 20.09.2017  
Journal: Frontiers in Microbiology  
Invoice#: 2017-0089563-3  
Fees due at acceptance: \$2,116.50

<http://loop.frontiersin.org/people/447019/overview>  
Funding information:  
Austrian Science Fund (Award number(s): V333).  
This work was supported by the Austrian Science Fund (FWF) through an Elise-Richter Research fellowship V333 "Iron- and Sulfur-oxidizing Machinery of the bioleaching Archaeon *Metallosphaera sedula*". O.S. was supported by COST Action STSM fellowship: "Understanding the metal oxidation machinery in archeon *M. sedula*" Nr. TD1308.

Figure 4. Screenshot of the verification email

5. If multiple funders (including FWF) are mentioned, the verification email will be sent to FWF. If multiple funders are identified (excluding FWF), the verification email will be sent to the Payer selected by the corresponding author. The nominated Payer can then, as described above, accept or refuse to pay the APC.
6. After approval by the Participating Institution, and upon acceptance of the article for publication, articles will be added to monthly aggregated invoices or, if applicable, deducted from the Payer's prepayment account, or:
7. If Payer declines, we will inform the corresponding author, and the corresponding author can decide to select a different Payer or arrange for payment of the invoice him/herself.
8. For accepted articles, publication happens without undue delay following the production process.

**What if a grant from a 3<sup>rd</sup> party funder is available but the author names his/her own institution?**

When a funder is identified by the corresponding author, but the corresponding author's own institution is also selected as Payer by the corresponding author, this information (existence of a funder) will be reflected in the verification email sent to the Payer identified by the corresponding author, so that (if applicable) the Participating Institution can simply decline to pay the APC. Frontiers will then re-contact the corresponding author who can then decide, for example, to select the funder as Payer. A verification email will then be sent to that funder.