

Annual Grant Periods and Application Deadlines

There are 2 grant periods per year, on the following schedule:

| Application Period | TAA Due Diligence | Awards |
|--------------------------------|-------------------|------------|
| Nov 1 of prior year – April 30 | May 1-31 | by July 31 |
| May 1 – Oct 31 | Nov 1 – 30 | by Dec 31 |

Applicants may apply to any grant period, the deadline being the last day of the application period, but should plan to be available to answer questions and provide further documentation if requested during TAA's due diligence period. If any applicant is unable to satisfy follow-up queries during TAA's due diligence period, TAA may, at its sole discretion, either decline the grant or push it forward into the next grant period.

The TAA Council sets an Annual Grant Budget. The amount varies from year to year based on TAA's overall budget and the availability of funds. The total amount budgeted is divided among the 2 grant periods equally, except that amounts remaining from any one grant period may, at TAA's discretion, be added to the subsequent grant period(s).

Eligibility: Who Is Eligible And What Amounts Can They Receive?

Maximum eligibility for any grant is determined on the following schedule:

- Non-members, honorary or complimentary members, guests, temporary or trial members - \$300
- For members in their first year of membership in TAA on the date of application - \$500
- For members in their second or higher year of membership on the date of application - \$1,000

Members may receive one grant, regardless of amount requested or awarded, in any two calendar years, beginning and including 2016; non-members may receive only one grant ever.

Anyone who has applied for a grant that was denied may still apply for a new grant in any subsequent cycle. Eligibility only changes after an award is made, not simply from applying.

Multiple authors may apply for grants, with the following caveats:

- The maximum grant available for any single publication, regardless of the number or status of authors, is \$1,000 if all authors are members, or \$300 if all authors are non-members.
- For multi-author groups that include members and non-members, the maximum eligibility is prorated based on the status of each author.
- For multi-author groups, the total each author is eligible to receive is prorated based on their status. If multiple authors apply for the grant, it is assumed that they shared the cost equally, unless receipts provided show otherwise. If only one author applies for the grant, proof of payment must demonstrate that ONLY that author paid the full cost (or paid at least the full eligible amount), and that author's award is determined by their status.

Please Note: Members who received grants of any amount during calendar 2016 will next be eligible to apply for further grants that would be paid during 2018; members who received grants in 2015 or earlier are eligible to apply for a further grant in 2017. Non-members who have received a grant in any prior year are no longer eligible for grants. Members or non-members who have never received a grant may apply in any year.

What Publications Are Eligible Or Ineligible?

Grants are only provided to academic works that have been peer reviewed by independent, third party reviewers through a process established and managed by the publisher. Self-published works are not eligible for grants from TAA.

The author(s) must provide a clear, written indication that an intention to publish exists between the publisher and the author(s) (in the case of Publication Grants) or that a specific contract offer has been made (in the case of Contract Review Grants). TAA does not provide publication grants for works whose publication is contingent on receipt of a grant from TAA.

For Publication Grants, eligible publications include journal articles, monographs, textbooks and other academic or educational materials that have been published within the past one year before the application date or are expected to be published within one year of the application date.

For Contract Review Grants, eligible publications include monographs, textbooks and other academic or educational books that are expected to be published within two years after the application date. Because the nature of this grant is to alert the author to problems, opportunities or strategies that they should be aware of during the contract negotiation process, there must be a firm offer, but no signed agreement or finished publication, in place at the time of the application. Each grant application must be for expenses related to a single publication.

What Types Of Expenses Are Eligible?

TAA Grants are only provided to reimburse the academic or textbook author(s) for actual costs incurred for eligible expenses, up to the individual's maximum eligibility. Expenses must have already been incurred by the author(s) personally and must not be reimbursable from any other source, such as the publisher or the applicant's home institution. Eligible expenses must be related solely to the single publication for which the applicant is seeking grant funding.

Publication Grants reimburse only those expenses that are necessary to the publication of the work (not the initial research and writing of it). See the table below for examples of eligible and ineligible expenses.

Contract Review Grants reimburse only those expenses related to having an attorney review a contract offer from a publisher and provide the author with advice and suggestions prior to signing.

Examples of Eligible and Ineligible Expenses for Publication Grants

| Eligible Expenses | Ineligible Expenses |
|--|--|
| Permissions for use of images, etc., owned by 3 rd parties, that are necessary to illuminate substantive points of the text | Interlibrary Loan costs, or other incidental costs of conducting research in preparation for developing the work |
| Indexing or copyediting expenses | Travel costs |
| Publisher fees such as subventions, page charges, author fees, etc., provided the fees are deemed legitimate in TAA's sole discretion | Equipment or supplies, such as lab materials, needed for the research or preparation of the work |

For more information or questions, please contact Michael Spinella, TAA Executive Director at: Michael.Spinella@TAAonline.net or call 973-943-0501.