

Maine Agricultural and Forest Experiment Station Publication Program

Policy Statement:

The Maine Agricultural and Forest Experiment Station (MAFES) is continuing its Publication Program. To help with fiscal sustainability, an annual funding cap and allocation priorities will be established. With the revised policy, some requests may not be funded or offered partial funding. Eligible publications include peer-reviewed journal articles and book chapters. Faculty with a MAFES appointment and authoring an eligible publication for a MAFES registry number may apply for funding to pay page charges. Since the establishment of the MAFES Publication Registry Program, more than 30+ years ago, the publishing of scientific manuscripts has shifted from physical prints to digital publications. MAFES will continue to pay for traditional page charges or for open access to publications associated with MAFES projects but not for both. **MAFES will fund publication charges up to \$1500.** We expect to be able to allocate a total of \$30,000 per year for publications; \$10,000 each for Hatch, Hatch-Multistate, and McIntire-Stennis projects. We will be accepting applications during two application cycles each year. MAFES will prioritize publication from Assistant Professors, publications with graduate students as authors, studies that utilize MAFES facilities in the research, and those requests that indicate matching funding sources to cover publication costs. Funds for each capacity grant will be dispersed until they are exhausted.

To request funding, please complete this [Google Form](#). You will be asked the following information:

- **Publications details:** List the publication's title, authors, and publication venue. Provide a one-paragraph, lay description and statement on the impact of the research.
- **Alignment with MAFES:** Include the MAFES project number (e.g., MEO-1234567), and in a single paragraph, describe how this publication aligns with the priorities of the MAFES. You may refer to your approved Experiment Station project or plan of work, PIs affiliated with MAFES, and/or include the Experiment Station (farm, forest, etc.) where the research was conducted.
- **Authors/Collaborators:** Indicate any student authors on the publication. List any collaborators (federal, state, private, NGO, students, etc.) who contributed to research.
- **Total amount requested:** Note the total amount of funding required for publication. Keep in mind MAFES is awarding up to \$1500 in supplementary funds for publication.
- **Other publication funding sources:** List details of any additional or matching funding planned to cover publication costs.
- **Status of publication:** Manuscripts should be at least submitted to be considered for supplemental funding. The status of the publication is flexible (e.g., submitted, in-revision, accepted/in-press).

Evaluation Criteria:

- MAFES status – Eligible publications must be associated with MAFES project number.
- Faculty position – Pre-tenure faculty will be given preference
- Publication type – Peer-reviewed journal articles and book chapters will be given preference over outreach materials.
- Funding need – Please list primary funding sources and what percentage of the publication costs they will cover. We will prioritize projects that will not be able to publish without support.
- Previous funding – Individuals who have not received an award recently will be prioritized.

If you are awarded funds the following will take place:

1. The acknowledgements section of the publication must include the [USDA-NIFA acknowledgement and disclaimer statements](#): *“This work is supported by the [Hatch, Hatch Multistate, McIntire-Stennis, or Animal Health and Disease], project award no. [XXXXXXX], from the U.S. Department of Agriculture’s National Institute of Food and Agriculture. Any opinions, findings, conclusions, or recommendations expressed in this publication are those of the author(s) and should not be construed to represent any official USDA or U.S. Government determination or policy.”* Note, these statements are required for any MAFES project publication, not just those receiving support through this program.
2. Initial publication payment is the responsibility of the authors. Authors that receive MAFES funding support will be reimbursed the awarded amount.
3. The recipient will receive a congratulatory note with the amount awarded and a MAFES External Publication Register to fill out with the publication information.
4. The recipient will send MAFES (elhresearch@maine.edu) proof of payment in the form of a General Ledger line and a receipt from the publisher.
5. The MAFES financial office will then transfer the awarded funds to the appropriate account.