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| **Send completed forms to** | by email: [anupress@anu.edu.au](mailto:anupress@anu.edu.au)  or by post:  Manager, ANU Press  R.G. Menzies Building (no. 2)  The Australian National University  Acton ACT 2601  **by close of business on 30 September 2018**  **PLEASE NOTE: APPLICATIONS THAT FAIL TO INCLUDE ALL THE REQUIRED INFORMATION WILL NOT BE CONSIDERED.** |

## APPLICATION CHECKLIST

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| Please ensure that the following documents are attached to this Application Form or sent separately to ANU Press by 30 September 2018: | | | |
|  | ANU Press Book Proposal Form |  | Other sources of funding, e.g. ARC grant, etc. |
|  | Copy of Proposal Evaluation Form from the relevant Editorial Board |  | Table of contents – including names of authors and their affiliation |
|  | Peer-review referee reports and (where applicable) a statement responding to review comments\* |  | Signed contracts from all leading authors/editors |
|  | Quotes for publication costs, e.g. copy-editing, index, etc. |  |  |

\* Authors must provide evidence they have made changes to their manuscript where suggested by referees. A statement addressing reviewer comments will be sufficient. The committee might request the editorial board chair to provide a supporting letter if requested changes were significant or if a decision was made not to incorporate requested changes.

## PART A – CONTACT DETAILS

Only one contact is necessary

|  |
| --- |
| **Name** |
| **Position at ANU** |
| **Department/Centre/Division** |
| **ANU Press Editorial Board** |
| **Postal Address:** (include ANU Building number) |
| **Phone number** |
| **Email** |

## PART B – DETAILS OF PROPOSED PUBLICATION

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| **Working title** |
| **Name of author/s or editor/s and contributors and relationship to ANU/other institutions**  (Attach separate list if insufficient space) |
| **Expected date of publication** |
| **Details of proposed publication**  Include a brief description of the work, the contents list and/or chapter headings and details of the intended market. (Attach separately if insufficient space – no more than 4 pages). |
| **Will an Index be included in the final publication?** |

## PART C – FINANCIAL DETAILS

|  |
| --- |
| **Provide Financial Details**  The total cost of the publication including copy-editing, indexing (if relevant), copyright clearances (if relevant).  Please include other funding sources from your college or other organisations, if applicable, and also proposed sources of funding – ARC grant, sponsorship, etc. (Attach any relevant correspondence) |

## PART D – SUBSIDY DETAILS

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| --- |
| **Provide details on the amount being sought from the Committee, and how this amount was calculated.**  Please specify what the funds are sought for and how much for each component, e.g. copy-editing, indexing etc. (Attach any relevant correspondence) |

I/We assure the Publication Committee that the information provided in this application is true and that I/We have no personal involvement with any of the suppliers concerned with the production and distribution of the work. I/We will notify the Publication Committee if any circumstances change.

|  |
| --- |
| **Name** |
| **Signature** |
| **Date** |