



ACADEMIC SECTION

**COMMITTEE FOR ACADEMIC ADVANCEMENT & BUDGET ALLOCATION
(CAABA)**

Ref: MANUU/Acad./F.C18/2026-27/202

16th September, 2026

CIRCULAR

Sub: Inviting Applications for *Publication Grant to Individual Authors / Editors* - Reg.

- Ref: 1. Recommendation of the CAABA dated 08.09.2026
2. Approval of the Competent Authority dated 09.09.2026**

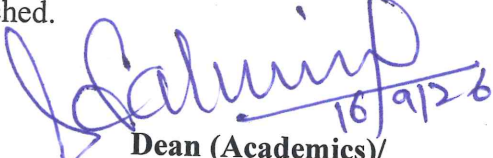
Applications are invited from all interested faculty members of MANUU for:

1. Publication Grant for Books
2. Article Processing Charges (APC) for Research Papers and for Processing Patents Applications.

Applications must be submitted to the Office of Dean (Academics)/Chairperson, CAABA, in a sealed envelope, duly superscribed "**Publication Grant to Individual Authors / Editors**". A soft copy of the application shall also be emailed to dean.academic@manuu.edu.in.

Due date for submission: Floating applications from the date of Notification to 31st January, 2027.

All concerned are requested to ensure that the applications are submitted within the stipulated deadline and in accordance with the notification attached.


Dean (Academics)/
Chairperson, CAABA

To

All the Deans of Schools of Studies/Directors of the Centres/ Heads of the Departments/ Principals of CTEs & Polytechnics/In-charge Campuses

With a request to circulate among the faculty members

CC to:

1. Office of the Vice Chancellor/Registrar
2. FO/COE/Director, IQAC/Nodal Officer, NIRF
3. Director CIT (for placing on University website)



**COMMITTEE FOR ACADEMIC ADVANCEMENT & BUDGET ALLOCATION
(CAABA)**

NOTIFICATION FOR PUBLICATION GRANT TO INDIVIDUAL AUTHORS / EDITORS

- Applications are invited from the interested MANUU faculty members for:
 - **Publication Grant for Books**
 - **APC Charges for Research Papers and for Processing Patent Applications**
- The *Publication Grant* for the duly selected and approved Books/Research Paper/Patents shall be as per actual to a ceiling of INR 1,00,000.00
- Only the books/research papers/patents having MANUU faculty members listed as first author/corresponding author/Principal Inventor/author and have used MANUU affiliation will be considered.
- Each faculty member can apply only for one publication grant against the annual notification.
- Proposals must be submitted to the Office of Dean (Academics) / Chairperson CAABA in a sealed envelope duly superscribed: "*Publication Grant*"
- Soft copy of the submission: From the date of notification to **31st January 2027**.
- Soft copy of the proposal to be emailed to: dean.academic@manuu.edu.in
- Due date for submission: Floating application from the date of notification to **31st January 2027**.
- To enable timely processing of the applications, the author(s) should submit their requests within three working days of the receipt of communication of the acceptance from the publisher. In case of Patents, the processing fee shall be reimbursed on the recommendations of Intellectual Property Rights Cell/ Institution's Innovation Council of the University.

General Guidelines:

1. All applications must be submitted as per the CAABA Notification and in a prescribed format with strict deadlines for submitting applications.
2. Publication Grant for Books
 - Publication grant to authors/editors only in case of subject based highly reputed publishers.
 - Royalty/ associated claims / copyrights as applicable shall be vested with MANUU
 - All manuscripts shall require a declaration by the authors/editors for plagiarism check and ethical use of AI
 - Authors/ Editors shall be responsible for fulfilment of all ethical and legal requirements and permissions



3. APC Charges for Research Papers and for Processing Patent applications

- Only in case of journals that are highly acclaimed in the subject domains and are indexed in reputed databases like SCOPUS, Web of Science, PubMed. Cite Score from Scopus, Impact factor from Clarivate (Web of Science) and Q factor (quartile journal ranking) from JCR or SCR(Journal Citation Report and SC Imago Journal Rank) for the accepted paper must be mentioned and evidence annexed
 - Only in case wherein MANUU faculty or research scholars are listed as first author or corresponding author and MANUU affiliation has been used
 - Only in case wherein patent rights are vested jointly with MANUU and the author
 - In case, the said journal is found cloned or retracted by the database, the faculty members have to return the amount paid by the University
 - All books/papers/patents shall be subject to plagiarism check and ethical use of AI
4. Each interested faculty member to ensure that the weblinks provided in support of publication or patent must be correct, active and accessible.
5. Applications not following the timelines shall not be accepted.
6. For optimum utilization of the available budget, applications shall be considered on first come, first serve basis.



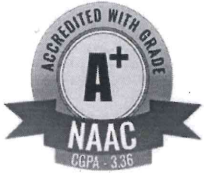
PROFORMA FOR PUBLICATION GRANT TO INDIVIDUAL AUTHORS / EDITORS

Please choose the concerned category:

1. Publication Grant for Books
2. APC Charges for Research Papers and for Processing Patent Applications

Part-1: Basic Information and Research Paper Details

Full Details of the Book/Research Paper/Patent [Enclose complete copy of the accepted manuscript]	:	
Subject domain (Scopus or like classification)	:	
Details of the Publisher and the data bases in which the publisher/ journal/ patent is indexed	:	
Active weblink to access the book/paper/patent, if any	:	
Details of the First Author/Editor (Name, Designation, Affiliation, Email and Mobile No., ORCID and Scopus <i>h-index</i>)	:	
Details of the Corresponding Author (Name, Designation, Affiliation, Email and Mobile No., ORCID and Scopus <i>h-index</i>)	:	
Brief description on the key arguments of the book/research paper/patent including on ideation, methodology, analytical rigour and innovation	:	
Connect on how the book/research paper/patent reflects on national / global commitments - Sustainable Development Goals (SDGs)	:	
Justification for why your book/research paper/patent should be considered for the Publication Grant	:	



Part-2: Declaration

I/We hereby declare that the above book/research paper/patent submitted for the *Publication Grant Award* is original and there is no conflict of interest, whatsoever, between the authors and related parties. I/We also declare that the book/research paper/patent is original work. In case this journal is found cloned or retracted by the database or the research paper/patent/book is found plagiarised, I/we shall return the amount paid by the University and shall also be liable for the disciplinary action as per the University rules.

Name and Signature of First Author
Author

Name and Signature of Corresponding
Author

Recommendations of the concerned HoD/Principal and the Dean of School of Studies/Campus In-charges:

Signature and Stamp of HoD/Principal

Signature and Stamp of Dean/Campus In-charge