POLICY ON RPSU
PUBLICATION GRANT AND PUBLICATION HONORARIUM

1. Publication Grant for Journal and Research

R P Shaha University has established a policy to provide a "Publication Grant" to support its faculty and Project Directors in publishing their research in peer-reviewed journals indexed by SJR (Scimago Journal Ranking), ProQuest or ISI. The selection of suitable peer-reviewed journals will be determined by a designated **"Research Evaluation Committee."** Based on the committee's recommendations, the Vice Chancellor will grant final approval for the publication grants.

The amount of the grant for each publication will be determined by the Research Evaluation Committee, considering the quality of the journal as indicated by its SJR, ProQuest or ISI indexing. It should be noted that each faculty member or Project Director is eligible to receive a maximum grant of BDT 30,000 per year. Final decisions regarding the allocation of these grants will be made by the "Research Evaluation Committee".

2. Criteria and Rules for the Publication Grant

(a) Faculty members or Project Directors must submit their applications in the prescribed form at least one month prior to paying the publication fees for journals indexed by SJR, ProQuest or ISI.

(b) The research work must be conducted within the University.

(c) Any author may apply for a publication grant with the consent of the co-authors.

(d) Consent from all co-authors must be attached to the application.

(e) If the publication is associated with a project, the application submitted by the Project Director will be given priority.

(f) The grant awarded to faculty members is to be used exclusively for covering publication fees.

(g) Applications for the grant must be submitted to the Director of **"Centre for Research and Innovation"** through the respective Head of Departments.

(h) Applications will not be approved if the applicant has applied to multiple institutions for funding the publication in the same journal.

(i) A faculty member is eligible to receive the publication grant once per year.

(j) Faculty members must use the name and address of the University in the publication. The grant will not be approved if the name and address of a different institution are used.

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− P-1

(k) After the publication is accepted in the peer-reviewed journal, the faculty member must submit the original receipt for the publication fees to the Director of Centre for Research and Innovation.

3. Honorarium for Publication in Peer-Reviewed Journals

Faculty members or Project Directors, who have published in peer-reviewed journals indexed by SJR, ProQuest or ISI, and RPSU, are eligible to receive an honorarium based on the quality of the publication. This honorarium may be awarded once per year, with the amount determined by the Research Evaluation Committee. The honorarium amounts are as follows:

Applicant	Application Date	Rate of honorarium per Publication	
		Type of Journal and Honorarium	**Rates of honorarium according to author serial**
Any Faculty / Project Director	1st week of June	Q1- Journal: Tk. 10,000 Q2- Journal: Tk. 7,000 Q3- Journal: Tk. 5,000 Other Peer Reviewed Journal including RPSU: TK. 2000	Only one author will be eligible to receive the honorarium for each publication, as per the guidelines.

4. Criteria and Rules for Honorarium Application

(a) Applications must be submitted during the first week of July each year.

(b) The research work must be conducted within the University.

(c) An author may apply for the honorarium with the consent of all co-authors.

(d) The consents of all co-authors must be attached to the application.

(e) If the publication is part of a project, the Project Director's application for the honorarium will be given priority.

(f) A faculty member is eligible to receive the publication honorarium once per year.

(g) Faculty members must use the name and address of the University in the publication. The honorarium will not be approved if the name and address of a different institution are used.

(h) The honorarium will be awarded based on the quality of the journal, as determined by the Research Evaluation Committee.

(i) Applications must be submitted to the Director of Centre for Research and Innovation through the Head of the Department.

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P-2

5. Steps for Obtaining Publication Honorarium

a) **Initial Step:**

   o Submit the application for publication honorarium to the appropriate authority by the first week of July each year.

b) **Second Step:**

   o During the review process, the manuscript will be evaluated by the "Research Evaluation Committee" for quality and adherence to academic standards.

c) **Third Step:**

   o Following the review, the "Research Evaluation Committee" will make recommendations for the distribution of the publication honorarium based on the journal's ranking and impact factor.

d) **Final Step:**

   o The honorarium application will be approved and disbursed in the subsequent year, subject to compliance with the academic council's recommendations and ranking of the journal.

25/09/2024

Recommended

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P-3