

A Global Sustainability Coalition for Open Science Services (SCOSS)

SCOSS FUNDING APPLICATION FORM 2017

1. General
1.1. Service name Include full name, acronym and URL:
1.2. Name of organisation operating the service. Incl. acronym and URL
1.3. Short description of the service. What does it do and who does it serve?
1.4. Year of establishment. Please note that we do not fund start-ups but mature services that are essential to the implementation of Open Access & Open Science
1.5. Intentions for funding. In brief, describe your need for funding
2. Value of the service to the OA or Open Science Community
2.1. How does this service fit into the Open Science landscape? Describe the service's general value to the Open Science / Open Access Community
2.2. Describe the benefits of your service for specific stakeholder groups. Also explain any user engagement activities. Include key endorsements for any of the following:
2.2.1 Funders
2.2.2 Universities
2.2.3 Libraries
2.2.4 Authors
2.2.5 Research managers
2.2.6 Repositories
2.2.7 Other

3. Technical details

3.1. **Technical relevance.** Describe the hardware and software infrastructure, e.g. machines, location, redundancy, backup/failover arrangements, comments on robustness, load management, sustainability. Database(s) used, software, security. Open source access

3.2. **Web usage statistics** by geographic region (and country where possible), incl. extent of usage, visitors, sessions, usages via API/harvesting, geographical distribution in the previous year

3.3. **Number of indexed objects** such as journals or repositories or other relevant data by geographic region (and country where possible) in the previous year

4. Costs

4.1. **Total annual operational costs of the previous 2 years.**

Please provide a financial report for the previous year preferably approved by an accountant.
This should include a detailed breakdown of income and expenses, including itemised staff costs, including roles and functions, IT expenses and miscellaneous costs, ie. travel & meetings.

Please also include the number of FTE.

This data will be made public.

4.2. **Total organisational costs for the 2 years of requested funding.**

Please provide an organisational budget for the 2 years requested for funding.
This should include a detailed breakdown of income and expenses, including itemised staff costs, including roles and functions, IT expenses and miscellaneous costs, ie. travel & meetings.
This should also include any amounts of secured funding and/or further expected funding from other sources in each year.

Please also include the planned number of FTE.

This data will be made public.

4.3. **Total funding requested. Please indicate your figures in Euros for year1 and year2.**
You may request up to 2 times your annual operational costs + 1 annual operational costs (for the bank), or a percentage of that

Please indicate the total of funding requested by SCOSS in Euros.

4.4. **Indicate the percentage of the total budget requested**

5. Sustainability measures
<p>5.1. Describe your funding model, i.e. how you source your funds.</p> <p>Provide information on your funding sources, including key revenue streams, and the total % of external funding that currently covers your total expenses</p>
<p>5.2. Describe how the service addresses the Bilder/Lin/Neylon Principles for Open Scholarly Infrastructures: http://cameronneylon.net/blog/principles-for-open-scholarly-infrastructures</p>
<p>5.3. Indicate how you assess yourself as against the OA Sustainability Index</p>
6. Governance
<p>6.1. Describe your organisational governance structure.</p> <p>Please describe the organisational governance structure and process – membership and representation, meeting cycle, reporting relationships, decision-making structure, as well any possible role SCOSS might have in your governance. How does your governance structure reflect your user base?</p>
7. Foresight
<p>7.1. Outline your work plan for the coming 2 years for which funding is requested.</p> <p>Please indicate in detail what activities you have planned to substantiate the funding requested. Please indicate how you intend to improve and innovate the current service.</p>
8. Best alternative to a negotiated agreement (BATNA)
<p>8.1. Describe scenarios if funding is not successful, i.e. what the service plans are, e.g. reduce operations, close operations, other</p>

Name (authorised signator of the service):

Position:

Signed

Dated:

If you have any questions, please contact info@scoss.org