|  |  |  |
| --- | --- | --- |
| WRUP_RGB.png | Office ID no. |  |
| Title of project |  |

Monograph project proposals

Project proposal submissions

Thank you for your interest in publishing with White Rose University Press. We’re happy to discuss general enquiries and advise on proposals before submission. If you would like us to formally consider your project, please fill in this project submission form.

1. Please read the guide to our review and commissioning process, below.
2. Complete this proposal form.
3. Attach a sample chapter as a separate file, if relevant or possible. A sample chapter will strengthen your proposal.
4. Send the completed form and sample chapter to universitypress@whiterose.ac.uk

Guide to our review and commissioning process

Our submission, review and publication process is designed to be academically rigorous, while ensuring that proposals are dealt with in a timely manner.

**Proposal review**

* The author submits a proposal using this form.
* Proposals are considered by a member of WRUP staff to ensure they are within scope, and are then sent for external peer review.
* The reviews are sent to the author so they can respond to comments made.
* Once the reviews and the author’s response have been received the WRUP Editorial Board, comprising academics from the Universities of Leeds, Sheffield and York, will consider the proposal and make a decision on whether to accept, ask for revisions, or reject the proposal.

**Manuscript review and next steps**

* When a proposal is accepted a publishing contract is signed between the editor and WRUP.
* When the final manuscript is submitted it will be sent out for another external peer review. If substantial changes are required, the manuscript is likely to be reviewed again once the revisions have been made.
* Once the manuscript has been finalised it is taken for checking, formatting, layout and final production.

****

Monograph proposal form

Please complete the following details.

About you

1. **Your name:**

|  |
| --- |
|  |

1. **Email:**

|  |
| --- |
|  |

1. **Institution:**

|  |
| --- |
|  |

1. **ORCID:** *If you don’t already have an ORCID please register for a free ID at http://orcid.org/*

|  |
| --- |
|  |

1. **Biographical details:** *Provide a brief description of your academic/professional experience, past publications, and relevant research.*

|  |
| --- |
|  |

Description and contents

1. **Proposed monograph title:**

|  |
| --- |
|  |

1. **Monograph description:** *Provide a brief outline of the book (overall scope, main argument, reach, significance, etc.).*

|  |
| --- |
|  |

1. **Short summary:** *Summarise the description above into one or two sentences for use when we contact potential peer reviewers.*

|  |
| --- |
|  |

1. **Digital content:** *Indicate what (if any) elements of your book will take advantage of the primarily digital format we publish. Will there be audio or video content, or 3D modelling, for example?*

|  |
| --- |
|  |

1. **Contents:** *Provide a contents list, with a brief synopsis of each chapter* *(no more than 200 words per chapter).* *NB: it will strengthen your proposal if you include a sample chapter as a separate file alongside this submission*

|  |
| --- |
|  |

Scholarly landscape

1. **Differentiation:** *What is the significance of the proposed volume? What is your book doing that is new? Provide details of existing, similar books and explain how your volume would be different in terms of scope, content, audience etc.?*

|  |
| --- |
|  |

1. **Audience:** *Who will the book be of value/interest to - e.g. in what disciplines/subjects, at what educational level? Given the book will be freely available to access/download, what communities, practitioners and/or industries beyond a traditional academic audience would find it of value?*

|  |
| --- |
|  |

Additional authors or editors

1. **Additional authors or editors:** *If you intend to approach others to contribute chapters, please provide their names, affiliations, and brief details on their principal research areas.*

|  |
| --- |
|  |

Production requirements

1. **Word count:** *Please provide an estimate of word count.*

|  |
| --- |
|  |

1. **Illustrations and tables:** *How many illustrations and tables do you expect to include?*

|  |
| --- |
|  |

1. **Current status and prospective submission date:** *Provide details of the current status of the manuscript, and an estimate of when a final complete manuscript would be ready for submission.*

|  |
| --- |
|  |

1. **Prospective publication date:** *Provide details of any estimated preferred publication date, and give information on any deadlines (e.g. funder deadlines, or conferences to take the volume to).*

|  |
| --- |
|  |

Funding Information

1. **Funding Information:** *Please provide details of the funding you have to cover publication charges, including the name of the funding body. If you do not have funding, please indicate this and contact us before submitting the proposal.*

|  |
| --- |
|  |

|  |  |  |
| --- | --- | --- |
|  |  | Please tick this box to confirm that the funding source detailed above has received approval from your institution (if required). |

Additional information

1. **Additional information:** *Please provide any additional information you would like us to be aware of when considering your proposal.*

|  |
| --- |
|  |

Publishing agreement conditions

If your proposal is commissioned, publishing with WRUP will entail the following conditions:

1. You secure the proper authority from rights holders to publish all submitted content with a Creative Commons licence. *It will be your responsibility to ensure all appropriate copyright permissions are in place (WRUP can offer advice on this).*
2. You will be required to pay a Book Processing Charge (BPC) to cover publication costs.
3. WRUP will endeavour to provide an accurate estimate of the BPC during the commissioning process, but the final charge may vary if there are changes to word-count, formatting, or illustrations.
4. You will sign a publishing contract that agrees the relationship, liabilities and responsibilities between you and WRUP, including timescales for delivery.
5. None of the content published will be unlawful, discriminatory, or otherwise ethically inappropriate.
6. **Exclusivity declaration:** *Please sign below to confirm that the proposal is not currently being considered by any other Press and that you will wait for an Editorial Board decision before submitting elsewhere.*

*Signed*

|  |
| --- |
|  |