OPEN ACCESS PUBLISHING
NATIONAL FRAMEWORK AGREEMENT

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Central Invoicing Agreement for Participating Organisations

Effective Date: 1 January 2020

Parties:

(2) Frontiers Media SA, a Swiss corporation (no. CH-550.1.053-.916-3) having its principal place of business at Avenue du Tribunal Fédéral 34, 1005 Lausanne, Switzerland (Frontiers), and

(3) the respective Participating Organisations set forth in Annex 2 hereto (Participating Organisations), duly represented and as updated from time to time by the Unit – The Norwegian Directorate for ICT and Joint Services in Higher Education and Research (Direktoratet for IKT og fellesstjenester i høyere utdannin og forskning), Abels gate 5A, Teknobyen, 7030 Trondheim, Norway (UNIT).

Background

The parties, who wish to record the terms of their agreement concerning the provision of an open-access publishing solution to researchers in Norwegian organisations and their respective organisations, and a process for central invoicing, agree to the terms set out in this Agreement.

Agreed Terms

1. Definitions

In this Agreement, including its Annexes, the following definitions apply:

Article Processing Charge or APC: the charge made by Frontiers associated with publication of an article.

Eligible Author: A corresponding author of a given article (being the author who submits an article in his or her name, or as the representative of multiple co-authors, to Frontiers), and who is affiliated to the Participating Organisation.

Eligible Article: an A-Type Article or B-Type Article in respect of which a Participating Organisation is, with its agreement, invoiced for, and pays, the APC centrally in accordance with this Agreement (all A-Type and B-Type article types are described at https://www.frontiersin.org/about/publishing-fees and further descriptions of these types can be found at https://www.frontiersin.org/about/author-guidelines).

By default, an article submitted by an Eligible Author is an Eligible Article, unless the relevant Participating Organisation declines to pay the APC for such article.

National Discount: the discount applied by Frontiers to Eligible Articles in accordance with this Agreement.
Participating Organisation: an organisation which is a member of the UNIT (formerly Cristin/CERES) consortium and which has been confirmed by UNIT as a Participating Organisation under the terms of this Agreement.

This agreement is intended for academic, non-profit, state-funded research organisations (and their state funders) and government agencies.

2. Formation and Status of this Agreement

This Agreement is constituted by this document and the attached Annexes 1-2-3 to this Agreement, which Annexes form an integral part of this Agreement.

3. Eligibility and Participation

All organisations which are a member of UNIT and which, during the term of this Agreement, are confirmed in writing by UNIT to Frontiers as having agreed to the terms of this Agreement, will, immediately upon such confirmation, be added to Annex 2 and will thus become Participating Organisations under this Agreement and will be entitled to enjoy the rights, and shall be subject to the obligations, set out in this Agreement as from the time of receipt by Frontiers of such written confirmation, or if specified otherwise by UNIT, as from a specific later date. UNIT’s intention is that as from the first anniversary of the Effective Date of this Agreement at least as many organisations have joined the Agreement so that the total number of Frontiers articles by corresponding authors affiliated with these Participating Organisations published in the year before the anniversary represents at least 50% of the total number of Frontiers articles with a Norwegian corresponding author published within that same year.

4. Frontiers’ Undertakings

Frontiers undertakes, for the duration of this Agreement (and, in respect of each Participating Organisation, for as long as it has that status) to comply with its obligations as set out in this Agreement, including in particular the discount and repository provisions.

5. Undertakings of Participating Organisations

Each Participating Organisation undertakes, for the duration of its participation in this Agreement, to comply with its obligations as set out in this Agreement, including in particular providing point(s) of contact and invoicing for the Participating Organisation concerned.

6. Communication of this Central Invoicing Agreement

UNIT agrees to inform all current and future UNIT member organisations of the possibility of becoming Participating Organisations under this Agreement.
7. Term and Termination

a. This Agreement enters into force on **1 January 2020** and shall have a term ending on **31 December 2022**.

b. UNIT confirms that it has the authority to contract, on behalf of Participating Organisations and organisations becoming Participating Organisations, on the terms of this Agreement.

c. A Participating Organisation may terminate its participation in this Agreement by giving not less than two months’ written notice of termination to be effective on **31 December 2020** or an anniversary of that date. If at any time there are no Participating Organisations party to this Agreement, it shall automatically terminate and be of no further effect.

d. Any Participating Organisation may terminate its participation in this Agreement by written notice with immediate effect if Frontiers (i) commits a material breach of this Agreement and fails to remedy that breach following written notice by the terminating party, specifying the breach and requiring that it be remedied; or (ii) is unable to pay its debts as they become due, or ceases or threatens to cease to carry on business, goes into administration, receivership or administrative receivership, or any event analogous to any of the foregoing occurs in any jurisdiction.

e. Frontiers may terminate this Agreement in respect of any Participating Organisation by written notice with immediate effect if that Participating Organisation (i) commits a material breach of this Agreement and fails to remedy that breach following written notice by Frontiers, specifying the breach and requiring that it be remedied; or (ii) is unable to pay its debts as they become due, or ceases or threatens to cease to carry on business, goes into administration, receivership or administrative receivership, or any event analogous to any of the foregoing occurs in any jurisdiction.

f. If a Participating Organisation opts for a pre-payment option, as described in section “Payment” in “1.2. Financial Terms” in Annex 1, any credit remaining in its pre-payment account at the effective date of expiration or termination shall be refunded to the Participating Organisation.

g. Under no circumstances shall either party be liable for any consequential, indirect or special losses howsoever arising or for any loss of profits, revenue, interest, goodwill, business and/or savings.

8. Dispute Resolution

a. This Agreement is governed by Norwegian law.
b. The parties will in good faith attempt to negotiate to resolve any issues or disputes arising, and if necessary, to escalate matters internally.

c. To the extent that any issues or disputes cannot be avoided or resolved as described in b above, such disputes shall be subject to the jurisdiction of the courts of Oslo, Norway.

Signed on the date(s) set out below.

UNIT, on behalf of the Participating Organisations

Name: Nina Karlstrøm  
Title: Head of Section License Agreements and Open Access  
Date: 12 December 2019

Frontiers Media SA

Kamila Markram  
CEO  
Date: 13 December 2019

Frederick Fenter  
Executive Editor  
Date: 13 December 2019

Ronald Buitenhuys  
Head of Publishing Solutions  
Date: 13 December 2019

Annexes

Annex 1: Terms for Central Invoicing  
Annex 2: List of Participating Organisations  
Annex 3: Frontiers’ APCs in force on 18 October 2019
Annex 1 – Terms for Central Invoicing

1.1 General Terms

These terms form part of the Open Access Publishing National Framework Agreement and this is Annex 1 referred to in the body of that Agreement.

Summary

- Equal terms for each Participating Organisation, regardless of size or research output.
- The initial Participating Organisation(s) listed in Annex 2 participate as from 1 January 2020.
- Article Processing Charges (APCs) for Eligible Articles are no longer paid by those authors, but by the respective central libraries or departments of those Participating Organisations.
- Each Participating Organisation will be able to verify (and confirm or decline) responsibility for an article before invoicing, after submission, during the review process.
- As this simplifies the publication process, a membership discount ("National Discount") will apply. The National Discount applies only to Participating Organisations and does not apply to APCs for which central payment by a Participating Organisation is declined.
- There are no other costs from Frontiers other than the APCs.

1.2 Financial terms

Costs

The only costs invoiced by Frontiers for Eligible Articles accepted for publication are the APCs. Rejected articles do not incur any fees or costs.

- There is no minimum annual charge. Yearly costs for any Participating Organisation depend exclusively on the number of Eligible Articles from that organisation published by Frontiers within that year.
- Each Participating Organisation will be able to verify, and confirm or decline, an article as Eligible Article (and thus its responsibility for any APCs), at its discretion.
- If a Participating Organisation declines the APC for a given article, Frontiers will invoice the corresponding author without the National Discount.
- If no articles from a given Participating Organisation are published by Frontiers in a year, that organisation will have zero Frontiers-related publishing costs for that year.
- Any other paid services provided by Frontiers upon request of authors fall out of the scope of this Agreement.

Article Processing Charges (APCs)

APCs depend on the maturity of each journal and the article type. The maximum APCs for each type of article are set out below and an overview of APC levels applicable for each journal on 18 October 2019 can be found in Annex 3. Those maximum APCs will not change for Eligible
Articles during the term of this Agreement. As a journal matures, its APC level for each article type may be adjusted, however for Eligible Articles never higher than the maxima set out below. Subject to the preceding sentences, the applicable APC is the one valid at time of manuscript submission as published on Frontiers’ website on the date of submission of the relevant article.

- **Type A articles** have a **maximum APC of $2,950**.
- **Type B articles** have a **maximum APC of $1,850**.
- **Type C articles** are at an **APC of $450** for all journals.
- **Type D articles** are **published free of charge**.

See section “Article Types” below for more information on the definition of these article types.

**National Discount for Participating Organisations**

- The National Discount is a special 10% discount offered by Frontiers on all APCs for Eligible Articles.
- The National Discount applies to Eligible Articles regardless of the size of the Participating Organisation or its research output.
- The National Discount will be applied by Frontiers automatically to any Eligible Article.
- Participating Organisations which make a pre-payment: If the pre-payment amount is exhausted, the organisation may, but is not obliged to, replenish the pre-payment account. If that account is not replenished, Frontiers will revert to invoicing to the Participation Organisation with thirty-day payment terms, with no loss of discounts.

**Article Types**

Frontiers currently defines article types as set out below. It may be necessary to adjust these definitions and/or to introduce new ones as publishing practices evolve. Any changes will be announced on Frontiers’ website.

- **A-Type Articles**: Clinical Trial, Hypothesis & Theory, Methods, Original Research, Policy and Practice Reviews, Review, Systematic Review, Study Protocol, Technology and Code, Registered Report
- **B-Type Articles**: Brief Research Report, Case Report, Community Case Study, Conceptual Analysis, Curriculum Instruction and Pedagogy, Mini Review, Perspective, Policy Brief
- **C-Type Articles**: Data Report, General Commentary, Opinion
- **D-Type Articles**: Book Review, Core Concept (Young Minds), Correction, Editorial, Field Grand Challenge, Focused Review, Frontiers Commentary, New Discovery (Young Minds), Specialty Grand Challenge.

**Other author support / waivers**

Other discounts, waivers and similar support schemes, which may be applicable, are unaffected by the National Discount applicable under this Agreement. Discounts, waivers and similar support schemes may be subject to periodic revisions. Please see [https://www.frontiersin.org/about/publishing-fees](https://www.frontiersin.org/about/publishing-fees) for up-to-date information.
Payment

Instead of invoicing the authors, the individual invoices will be aggregated (the amounts are summed up) into a single invoice on a monthly basis, if aggregation of invoices is selected. Either the individual invoices or instead the monthly invoices resulting from the aggregation are sent to the central point of contact of the relevant Participating Organisation. Invoices are payable within thirty days of invoice. APCs are invoiced in US Dollars.

Pre-payment option: Participating Organisations can opt to make a pre-payment, which would create a fund managed by Frontiers, to be used without limit in time and from which would be debited APCs. The process for confirming or refusing the Participating Organisation’s responsibility for each article would be the same as described above. The financial conditions, including discounts, remain the same for all Participating Organisations.

While selecting the option of monthly aggregation of invoices would limit the total number of invoices per year to 12, selecting the pre-payment option would yet further reduce this number and can be as low as one invoice per year or even less (the only invoices required with this option would be those for the pre-payment(s)).

Besides general invoice information (VAT, due date, etc.), invoices shall include the following machine-readable details: name, email address and ORCID number of the Eligible Author; complete statement of the author’s affiliation to the Participating Organisation; funding organization (research funder); date of acceptance; date of publication; journal title; ISSN; article title; article type; DOI and link to the published article; amount due; applicable discounts.

Rationale for Frontiers’ APC structure

Frontiers, as a Gold open-access publisher, requires the payment of an APC for most accepted articles. In return, its publishing service benefits authors and their Participating Organisations in the following ways:

Basic open-access services:

1. Submit-review-reject/accept: Submission and peer-review
2. Author (or institution) retention of copyright: Frontiers does not ask for transfer of copyright. Publication is on CC-BY terms
3. Online display: Free to read, download and distribute under Creative Commons CC-BY (attribution of authors and first publisher) conditions
4. Permanent storage: Redundancy systems for robustness
5. Archiving: Independent third-party archiving and storage for an additional storage guarantee, distributed reader access

Advanced open-access services:

1. Digital editorial office: editorial independence, efficiency
2. Collaborative peer-review: fair, constructive, interactive, efficient, custom-made online IT platform
3. Author and editor profiles: transparency, visibility, dissemination, impact
4. Reviewer names published: acknowledgement, accountability, transparency
5. Comments/blogs: post-publication discussion
6. Article impact metrics: for real-time article impact assessment
7. Author impact metrics: for real-time aggregated impact assessment
8. Journal impact metrics: for transparent value of services provided
9. Press releases and social media exposure: maximising public visibility
10. Media impact metrics: clear information on public visibility
11. Loop network: dissemination and ease of finding of articles
12. Discovery: personalized dynamically computed reading lists
13. Tiering: spotlighting the best articles, judged democratically
14. eBooks: convenient packaging and dissemination of Research Topics
15. Honoraria: acknowledging the contribution of chief editors while avoiding conflicts of interest
16. Awards: acknowledging participation and outstanding performance
17. Waivers: removing blocks to Open Access publishing, enabling anybody to publish high quality science without budget restrictions
18. Subsidies: support for new journals and academic fields that do not have a budget for APCs

1.3 Eligible Articles

The date of acceptance for publication by Frontiers is the reference date to decide whether an article is covered by this agreement. Any article accepted after the relevant Participating Organisation’s start date will be covered by this agreement, even if submitted prior to that start date; thus, the central invoicing process and agreed discounts will apply to those articles unless refused by the Participating Organisation at its discretion.

The central library (or other contact point as may be nominated) of each Participating Organisation will have the opportunity to verify whether an article is covered by this Agreement.

This verification takes place after submission and once Frontiers’ Research Ethics and Integrity team has ensured that the paper is objectively fit for peer review, in parallel with Frontiers’ review process. This process allows timely verification of articles and ensures that invoices are sent to the central point rather than to each author. This process allows Frontiers also to aggregate all individual invoices into a single monthly invoice (if aggregation of invoices is selected).

The standard workflow is included below (see “Verification process”). Changes to this standard workflow (e.g., a central invoicing workflow without Pre-payment or aggregation of invoices) can be discussed further and agreed by both parties.
1.4 Point of contact and invoicing

Participating Organisations are required to provide one central point of contact for verification and invoicing purposes. It is important for Frontiers to have this point of contact and invoicing with the central library (or another department if preferred) of each Participating Organisation.

If a Participating Organisation does not have a central library or department, more than one department and/or point of contact can be discussed and agreed between Frontiers and the Participating Organisation provided the number of contacts is kept to a reasonably small number and provided these departments and their contact persons are pre-defined in this Agreement or separately by agreement between the parties.

It is important that Frontiers receives a response (either a confirmation or a refusal) to the verification request for each article within 21 days. A first reminder is sent by Frontiers after 7 days, and a second reminder after 14 days, to the central point of contact. In the absence of a response in that time, it will be assumed that the article is not an Eligible Article, and Frontiers will invoice the corresponding author for that article without the National Discount.

When a Participating Organisation has either confirmed its payment of APCs for an article in error, or changes its mind (due, for instance, to a change in its understanding of the situation), Frontiers will endeavour to cooperate by instead invoicing the author or (if applicable) another organisation. However, if Frontiers has relied on the confirmation of a Participating Organisation and is unable to obtain payment from an alternative source following a change in response by an organisation, it asks that the Participating Organisation take responsibility for the late change and pay the relevant APC.

1.5 Verification process

![Verification workflow diagram]

*Figure 1. Verification workflow*
Description of the verification process:

1. Upon submission, the Eligible Author identifies the Participating Organisation that will pay the invoice ("Payer") which is usually the author's own organisation (if it is a Participating Organisation) from the pre-defined payers list (see figure 2, which is current at the date of signature of this Agreement but will be amended to reflect the Participating Organisations at any given time). Any Participating Organisation will be included in this list.

2. If an Eligible Author submits via the pre-defined domain name (Annex 2) of a Participating Organisation or uses the affiliation of any of the Participating Organisations, but does not identify the Payer, Frontiers will contact the author to inform him/her of the central invoicing arrangement offered here.

3. A verification request is sent to the Payer. This verification request contains relevant details (including any funder information and the applicable APC before the National Discount is applied) so a proper assessment can be made by the Payer.

UNIT contact: Tore Nilsen
frontiersin.org
4. Upon confirmation, the applicable amount due will be added to the Payer’s account (i.e., be added to the monthly invoice under the option of monthly aggregated invoices, or deducted from the pre-payment balance under the Pre-payment option), or:

5. If Payer declines, it shall have no further responsibility in respect of that article, and the author can decide to select a different Payer or arrange for payment of the invoice him/herself.

6. For accepted articles, publication happens without undue delay following the production process.

What if a grant from a 3rd party funder is available, but the author names his/her own organisation?

If a funder is identified by the author but the author’s own organisation is selected by the author, this information (existence of a funder) will be reflected in the verification request sent to the Payer identified by the author, so that (if applicable) the Participating Organisation can simply refuse to pay for the APC. Frontiers will then re-contact the author who can then decide for example to select the funder as Payer.

1.6 Acknowledgement of the funders

Funder information is published with the article; Frontiers collaborates with FundRef on uniform representation of funder information.

1.7 Published Articles – Copyright License

Authors (or their organisations) retain their copyright.

Frontiers publishes all content under the Creative Commons “Attribution” (CC-BY) license, currently version 4.0 and automatically updated as and when updated by the Creative Commons organization.

For articles published prior to July 2012, Frontiers published under the Creative Commons non-commercial (CC-NC) licence, which is similar to CC-BY but does not allow commercial use.

Nothing in this Agreement, other than the requirement to attribute first publication to Frontiers in any future re-publication, shall be taken to restrict, limit or curtail any provisions of the Creative Commons licenses used for publication by Frontiers of Eligible Articles.

1.8 Transparency / non-confidential pricing and other terms

Frontiers’ peer-review process is clearly described on its website: https://www.frontiersin.org/about/review-system
See also Frontiers’ blog post on peer-reviewing and transparency:

Frontiers has, as participating publisher of The initiative for Open Citations, or “I4OC”, chosen to deposit, and make citation data publicly available. More information can be found here:
https://i4oc.org

Regarding the prices, Frontiers’ “pricing model” is readily and transparently available publicly on this webpage: http://home.frontiersin.org/about/publishing-fees

All arrangements Frontiers has with libraries or national consortia are publicly announced on Frontiers’ institutional membership page: http://home.frontiersin.org/about/institutional-membership

The details of this Agreement, the agreed discounts and the actual paid APCs, can be made public by Frontiers, as well as by UNIT and each Participating Organisation.

### 1.9 Frontiers’ editorial processes

All articles submitted will remain subject to Frontiers’ editorial processes, policies and conditions. The arrangements offered here have no effect on the peer-review, acceptance, rejection and retraction processes in place at Frontiers.

### 1.10 Institutional account and reporting

For each Participating Organisation, Frontiers will create an institutional account, allowing Eligible Authors to nominate their organisation to pay the APC, and allowing the Participating Organisation at any given moment to log in online to find the current status of all its invoices. Frontiers will use all reasonable efforts to make this account operational within five working days of it being notified.

Participating Organisations will receive monthly statements/reports containing the following information about Eligible Articles:

1. article title,
2. DOI,
3. link to the published article,
4. journal title,
5. headline APC, applied discounts, final amount invoiced,
6. corresponding author names and email addresses, co-author names,
7. funding information (grant ID),
8. date of notification (email sent from Frontiers to the Participating Organisation), date of verification by the Participating Organisation,
9. and the article submission, acceptance and publication date.

UNIT contact: Tore Nilsen

frontiersin.org
Frontiers will provide an annual report (currently in XLS format) to each Participating Organisation (with copy to UNIT) about Eligible Articles and/or articles by corresponding Eligible Authors published in that year. Upon request Frontiers can provide this report to any Participating Organisation more frequently.

Frontiers will also provide an annual overview report to UNIT as well as, on request, to each Participating Organisation covering the whole country and broken down per Participating Organisation.

1.11 Automatic depositing in repositories

Frontiers automatically submits its content to various third-party repositories. To some repositories all peer-reviewed content is submitted; for example, the full-text of all articles is submitted to CLOCKSS for long term archiving and preservation. Abstracts and metadata of all Frontiers journals are deposited in the DOAJ. The repositories in which this content is deposited are dynamic, and no repository gives any guarantee that it will maintain its relationship with any publisher, but Frontiers strives to ensure that all its journals, including new journals, are referenced in all major repositories, and in particular the DOAJ.

Depending on the journal, where relevant, content is also submitted to (or is indexed by) other repositories, such as PubMed Central, Europe PubMed Central, Google Scholar (all journals, crawled by Google), CAS, OpenAIRE, Web of Science, Scopus, Embase, EI Compendex, Semantic Scholar, PsychINFO, Ulrich's Periodicals Directory, etc.

All Frontiers’ content is submitted to CrossRef and published with a DOI, which creates a durable link to the content.

1.12 Depositing by authors in repositories

Authors and Participating Organisations may archive, under the CC-BY license, any version of the publication and without any delay in any other repository or website.

1.13 Institutional repositories

Frontiers can also, on request and subject to agreement as to the scope and the process, provide metadata and copy of published Eligible Articles to UNIT or any other national body, and/or to individual universities, including Participating Organisations, for inclusion in institutional repositories, indexation and/or enhanced navigation. The simplest available option is for Frontiers to regularly put the data in NLM or JATS format, via XML format onto an FTP server. Other or special formats can be investigated. Frontiers permits UNIT and Participating Organisations to release such metadata using a Creative Commons License CC0 (http://creativecommons.org/about/cc0).
## Annex 2 – List of Participating Organisations

<table>
<thead>
<tr>
<th>Name of Participating Organisation</th>
<th>Date of joining</th>
<th>Domain name(s)</th>
<th>Billing details</th>
</tr>
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<tbody>
<tr>
<td>Norwegian Radiation and Nuclear Safety Authority</td>
<td>1 January 2020</td>
<td>@dsa.no</td>
<td>UNIT</td>
</tr>
<tr>
<td>Norwegian Institute of Public Health</td>
<td>1 January 2020</td>
<td>@fhi.no</td>
<td>UNIT</td>
</tr>
<tr>
<td>The Fafo Research Foundation</td>
<td>1 January 2020</td>
<td>@fafo.no</td>
<td>UNIT</td>
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<tr>
<td>Inland Norway University of Applied Sciences</td>
<td>1 January 2020</td>
<td>@inn.no</td>
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<td>Ostfold University College</td>
<td>1 January 2020</td>
<td>@hiof.no</td>
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<td>Western Norway University of Applied Sciences</td>
<td>1 January 2020</td>
<td>@hvl.no</td>
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<td>Peace Research Institute Oslo</td>
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<td>Institute for Social Research</td>
<td>1 January 2020</td>
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<td>UNIT</td>
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<td>Nofima the food research institute</td>
<td>1 January 2020</td>
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<td>UNIT</td>
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UNIT contact: Tore Nilsen

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Annex 3 – Publishing fees on 11 December 2019

The table below provides information on Frontiers APC levels in force on 11 December 2019. APCs vary by journal and article type.

For sake of clarity, APCs in the table below do not include any discount. See “1.2 Financial Terms” in Annex 1 for more information.

A list of the different article types is provided in section “Article Types” in “1.2. Financial Terms” in Annex 1.

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