



Instructions to Awardees for Requesting PCORI Payment of Public Access Fees for Journal Articles

PCORI is dedicated to ensuring that the results of its funded research are widely available to the public. One way that PCORI promotes access is by paying fees (up to \$3,500 per project) that journals often charge to readers in order to provide free access to published articles. These include “publication charges,” “article processing charges,” and similar fees charged by open access journals or by traditional journals providing access to specific articles. For the full policy on Public Access to Journal Articles Presenting Findings from PCORI-Funded Research, click [here](#).

To request that PCORI cover public access fees for your article, you must meet the following criteria:

- Your article must present **results from one or more of the primary aims** of your study.
- The article must have been accepted by a **peer-reviewed journal**.

If your article satisfies these criteria, please submit an email request with the subject “Public Access Payment Request” to publicaccess@pcori.org. Include the following information:

- a. Project title, contract number, principal investigator name, awardee institution
- b. The primary study aim for which the paper presents results
- c. Documentation that the manuscript has been accepted by a peer-reviewed journal
- d. Journal name and contact information (email address)
- e. Manuscript title
- f. A contact name, email, and telephone—in case PCORI needs to reach you for additional information

If PCORI approves your request, we will ask you to have the journal submit an invoice for the public access fee to PCORI at finance@PCORI.org. (PCORI has alternative billing arrangements with some journals; we will advise you if this is the case.) For billing questions, journals may contact PCORI’s Finance Department at (202) 827-7700.



Additional Publications Presenting Results

If you publish an additional article presenting results from another of your study's primary aims, you may request that PCORI cover additional public access fees for this publication. Requests will generally be approved up to \$3,500 per project, with additional consideration given to larger projects. Please contact publicaccess@pcori.org with a request, following the same process as above.

Please note that PCORI's payment of public access fees through this mechanism applies **only to publications presenting research study findings**. (It does not, for example, apply to publications describing a study protocol.) Awardees may contact their Program Officer for questions regarding the use of their current contract funds to cover fees for other types of publications.