

Guidelines for Submitting Guest Articles for Posting on FDPI's Website

<http://www.fdpi.org/category/guest-articles/>

Introduction

Persons involved or interested in environmental, economic, or social development issues in the Caribbean may submit articles to be posted on the website of the Foundation for Development Planning, Inc. (FDPI).

The FDPI is offering the use of this space in order to facilitate public discussion of important development issues in the Caribbean. As such, the FDPI will not provide remuneration to authors for articles and papers submitted for publication on the FDPI's website.

Guest articles are meant to inform and encourage public discussion of all aspects of Caribbean development.

Persons interested in submitting articles do not have to be affiliated with an institution, as articles are expected to reflect the perspectives or work of the author, not the view(s) or position of any institution or group.

General Article

Articles intended for a general audience should focus mainly on sharing new information or thinking on a particular topic, share perspectives, or introduce a concept. Such articles should be serious, yet light and upbeat. The author should be telling a story, not writing a technical report. The topic should be interesting enough to catch the attention of the reader, thoughtful enough to motivate the person to read the entire article, and serious enough to stimulate further thought and, hopefully, engagement.

General articles should be submitted in Microsoft WORD format, should not be formatted, and should be approximately 500 words in length. Preferred fonts are Arial, Calibri, or Times New Roman, and should be size 12.

Think Piece / Thought Paper

Think pieces and thought papers are articles that present a writer's exploration of a particular matter in a serious and thoughtful way, and are meant to stimulate ideas and discussion. The think piece/thought paper must be relevant to an important issue in Caribbean development, and can be used to:

- Present the author's analysis of a particular issue.
- Share the author's insights regarding key concepts underlying particular practices.

- [Re]Frame a particular concept or practice within a broader research, management, or development framework.
- Share critical analysis of the outcomes of national or regional meetings and conferences in which the author participated.

Think pieces/thought papers should be submitted in Microsoft WORD format, should not be formatted, and should be between 500-1,000 words in length. Preferred fonts are Arial, Calibri, or Times New Roman, and should be size 12.

Technical Paper

Technical papers for posting on the FDPI's website are papers that were recently presented at meetings or conferences, but which are not published.

Research papers will not be accepted by the FDPI.

Technical papers should be written as if for inclusion in a formal publication. There is no preference for style, but only one style should be used throughout the paper.

Papers should not be more than 10 pages long, not including the cover page, abstract, and references. The cover page should clearly state all relevant information, such as the name of the event at which the paper was presented, location and date of the event, title of the panel (if presented as part of a panel), and any co-author (even if the co-author was not at the event). Authors should ensure that they have permission to use photographs, diagrams, extensive quotations, or other materials for which they are not the copyright owners.

Technical papers should be submitted in PDF format, and should be searchable.

Guidelines

Submission of an article or paper to the FDPI for publication on its website is understood to mean that the author grants permission to the FDPI to publish the article or paper in part or in its entirety.

Authors of articles and papers submitted to the FDPI and published on the organization's website retain the copyright to those articles and papers. The only right that is transferred to the FDPI is the right to edit and publish the article or paper on the FDPI's website. Once the article or paper is accepted by the FDPI and published on the website, the author cannot rescind the right of publication by the FDPI or demand that the article or paper be removed from the website.

The FDPI retains the right to remove an article or paper at any time after publication on the FDPI's website, without seeking permission from the contributing author(s).

By submitting an article or paper to the FDPI for publication on its website, an author confirms that he or she has not infringed on the copyright of other persons or institutions.

The FDPI will not be responsible for validating any information or data presented, and sources for data and quotations should be clearly shown in the article or paper.

The FDPI reserves the right to refuse to publish any article or paper that it considers likely to promote public tension.

The FDPI will not publish any article or paper of a purely religious or political nature, or that denigrates any person, institution, or group.

Articles may be edited by the FDPI. When edited, articles will be returned to authors for approval before publication on the website.

Receipt of articles and papers will be acknowledged within a relatively short period of time. However, a notice of acceptance or denial of a submission may take as long as three (3) months if the article or paper is sent to an external expert for review.

Articles and papers published on the FDPI's website that are considered dated may be archived, but should still be accessible on the website.

Disclaimer

The following disclaimer will be added at the end of each article prior to publication:

The ideas and perspectives in the article are solely those of the author(s), and do not reflect the views or positions of the Foundation for Development Planning, Inc., its board of directors, its staff, its associates, or its collaborating partners.

To view articles posted on the FDPI's website, visit the page:
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Articles, or request for information on submitting articles to the FDPI, should be sent to the Executive Director at: info@fdpi.org

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