

## **AHP Connect Submissions Guidelines**

AHP Connect seeks articles on all aspects of health care development and philanthropy. Please see the 2018 Editorial Calendar for suggested topics.

### **Article Guidelines**

Submissions with original research and examples from multiple case studies are strongly encouraged. First-person "success stories" that report on activities and campaigns also are welcome – however, they must be well documented and specific. For example, articles on fundraising activities should cite the cost-per-dollar raised, the number or percentage of donors increased or upgraded, etc.

Association membership is not a prerequisite for submission. Co-authorship is permitted.

Articles cannot endorse or promote specific vendors or product names – any such references should be replaced with descriptive terminology, for example, "data mining software." The only exceptions that will be made are for products that have become generally accepted as industry terms.

Submissions that do not meet the guidelines will be considered by the AHP editing staff and subject to revision.

Authors receive no remuneration or reimbursement for the expense of preparing articles. All accepted manuscripts become the permanent property of AHP and may not be published elsewhere without the permission of the author and AHP.

### **Article Details**

Editorial decisions are based on relevancy and interest to AHP members, quality of writing, editorial balance and space constraints.

Articles should be submitted by email as a Microsoft Word attachment. Graphics and charts should be submitted as separate electronic files (graphics should be saved as PNG or GIF files) in addition to being embedded in the text document.

Articles may be up to 1,000 words in length. They should be well organized, tightly written, and free of grammatical, spelling, and factual errors. Authors are requested to use endnotes, not footnotes, and to fully note all sources.

AHP will edit articles accepted for publication to fit with AHP's style guide. Authors will have the opportunity to review the edited copy prior to publication. Authors are responsible for all statements made in their work, including changes made by AHP editors and approved by the authors.

View previous issues of AHP Connect, which are housed in the Resource Center on the AHP Huddle.

### **Article Submission**

Please submit your article as an email attachment to Sarah Busching, Communications Manager, at [sarah@ahp.org](mailto:sarah@ahp.org). You will receive an email confirmation of receipt within two business days.