#  [LOGO]

# [*Authorship/Publication*] Policy

## Version Control

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## Overview

*This publication policy is to inform outputs emerging from the [INSERT PROGRAMME NAME] funded by the [UK Prevention Research Partnership (UKPRP), a multi-funder initiative that supports novel research into the primary prevention of non-communicable diseases to improve population health and reduce health inequalities. The Medical Research Council is the administrator of this grant under grant reference (insert reference)].*

*Publications will list the names (and titles, when consistent with journal style), roles (e.g. researchers) and contributions (e.g. analysed data) of all contributors under the relevant contribution statement. Each contribution statement will make clear who has contributed what to the planning, conduct, analyses and reporting of the work described in the publication.*

## Purpose

*This document [provides specific guidance on the following]*

1. *Which [outputs/publications] should be reported as an output of the [insert name of programme]*
2. *The criteria to be met before an individual can be identified as an author of outputs*
3. *The inclusion of funder acknowledgement and visual identity guidelines for written outputs including academic papers and reports.*

*Authorship, and style of authorship, of reports and publications should be agreed upon at the start of any study intended to lead to publication. Consideration should be given at this stage to make authorship relatively inclusive and so allow credit to all those who warrant it by fulfilling the relevant criteria (see Authorship below). An inclusive approach is strongly encouraged although no author should be included against their express wishes.*

Authorship

*Each author will be identified in line with the guidance issued by the International Committee of Medical Journal Editors which state that authorship should be based on the knowledge that each author has:*

1. *Contributed substantially to at least one of the following:*
	1. *conception and/or design of the work*
	2. *data acquisition*
	3. *analysis*
	4. *interpretation of data for the work*
2. *Drafted the work and/or critically reviewed the paper ensuring that the accuracy and integrity of the publication is above reproach*
3. *Final approval of the version to be published*
4. *Be able to explain and defend the resulting publication as a whole*
5. *Accept accountability for all aspects of the work, ensuring that any questions related to the accuracy of any part of the work are appropriately investigated and resolved.*

### First author

*The first author is the person who has taken lead responsibility for writing the manuscript. Occasionally there will be multiple first authors and this should be made clear in the contributions statement and any other opportunities offered by the journal (usually by legend). The order of presentation of first authors is at the discretion of those authors.*

### Final author

*The final author is the person who has lead responsibility for the program of research that underpins the paper. The final author is likely to be one or more of the directors or workstrand/policy partner leads for [INSERT PROGRAMME NAME].*

### Intermediate authors

*All other researchers who have made a substantive contribution should be listed in alphabetical order (by family name), or by importance of contribution, when the latter is clearly distinguishable.*

*When the publication emerges from a study not directly funded by [INSERT PROGRAMME NAME] but involves an author who receives [INSERT PROGRAMME NAME] salary support for part of their time, the phrase ‘This work’ can be replaced with the name or initials of the particular author or authors.*

*Example: LB [insert your initials, the initials of any authors on the paper who are part of [INSERT PROGRAMME NAME]] is a member of [INSERT PROGRAMME NAME] a UK Prevention Research Partnership Consortium. UKPRP is an initiative funded by the UK Research and Innovation Councils, the Department of Health and Social Care (England) and the UK devolved administrations, and leading health research charities.*

### Decisions on authorship

*Decisions on the set of researchers to be included in the authorship of a paper rests with the first author(s).*

### Appeals and Permissions

*Where there are any disputes over the content, authorship or contributions of a paper, these should be raised immediately with the lead author. Where there is no resolution, the dispute should be raised with the [insert name of governing body] where a final decision will be made.*

Acknowledgement of other team members

*All [INSERT PROGRAMME NAME] papers should provide an acknowledgment to the wider [INSERT PROGRAMME NAME] team, regardless of authorship, wherever possible. A recommended statement is: This research was conducted as part of the [INSERT PROGRAMME NAME] and we gratefully acknowledge the valuable input and discussions from the wider team that have informed this paper.*

*All [INSERT PROGRAMME NAME] papers must contain the following funding acknowledgment statement:*

*This work was supported by the UK Prevention Research Partnership ((MR/S037578/1), which is funded by the British Heart Foundation, Cancer Research UK, Chief Scientist Office of the Scottish Government Health and Social Care Directorates, Engineering and Physical Sciences Research Council, Economic and Social Research Council, Health and Social Care Research and Development Division (Welsh Government), Medical Research Council, National Institute for Health Research, Natural Environment Research Council, Public Health Agency (Northern Ireland), The Health Foundation and Wellcome.*

*Where space is limited, we may use a shortened version including a weblink to the UKPRP: This work was supported by the UK Prevention Research Partnership, an initiative funded by UK Research and Innovation Councils, the Department of Health and Social Care (England) and the UK devolved administrations, and leading health research charities. Weblink:* [*https://ukprp.org/*](https://ukprp.org/)*.*

*Where space is very tight (but only where necessary), we will use the following:*

*This work was supported by the [Funder name] (INSERT GRANT REFERENCE). [INSERT PROGRAMME NAME] publications must comply with UKRI’s open-access requirements. UKRI prefers immediate, unrestricted open access (“Gold” level). In the first instance, authors should apply to their institutions for block grant funding of any costs incurred. Funder guidance is available at https://www.ukri.org/files/funding/oa/oa-faqs-pdf/*

### Submission

*Under the terms of the UKPRP award, drafts of publications should be sent to the UKPRP Secretariat at the same time as submission for publication or at least 28 days before the date for publication whichever is earlier. The lead author is responsible for ensuring that all appropriate funding sources are included and must agree appropriate acknowledgments with the UKPRP Secretariat. The UKPRP Secretariat (ukprp@mrc.ukri.org) must be given prior notice and sight of materials relating to any planned dissemination event or statement to the media or the public about UKPRP-funded research. The Secretariat must be notified at least 5 working days in advance of any publicity arising from UKPRP funding. The UKPRP Secretariat will monitor and ensure compliance with the brand and communications requirements during the first year of the grant. Award holders must submit proofs of materials using the UKPRP logo to ukprp@mrc.ukri.org for approval (allowing 2 days' notice for feedback). Thereafter, the Secretariat will monitor compliance on an annual basis by requesting materials where a UKPRP logo had been used.*

*To coordinate this process, drafts should be routed via the [INSERT NAME/EMAIL ADDRESS], who will send on to UKPRP contacts.*

### Ethics

*It is the responsibility of the relevant theme or group lead to ensure that the necessary ethics approval is obtained and the responsibility of the lead author to ensure that this approval is reported accurately.*