



August 31, 2016

James Burdine, Dr. P.H
Health Promotion and Community Health Sciences
212 Adriance Lab Rd.
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College Station
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RE: Supplement to *Journal of Public Health Management and Practice (JPHMP)* Volume 23
July/August (publishing June 2017)

Dear Jim,

Thank you for your interest in undertaking a supplement with Wolters Kluwer Health | Lippincott Williams & Wilkins' *Journal of Public Health Management and Practice (JPHMP)*.

This proposal outlines the major points of the above-mentioned supplement to *JPHMP*.

1. The Center for Community Health Development (CCHD) would like to sponsor a July/August 2017 supplement to *JPHMP* (publishing in June 2017). The supplement will consist of contents proposed November 2016 and guest edited by (details to be confirmed).
2. The supplement topic focus is Community Health Needs Assessment, outlined and submitted for consideration to Dr. Lloyd F. Novick, Editor of *JPHMP*, by the CCHD Editorial Team, lead to be determined.
3. The supplement will run up to 56 editorial pages and be black and white in composition. The Supplement Editors along with the *JPHMP* Editor will reduce manuscript pages once final manuscript is delivered to maintain page quota. Pricing is structured as 'up to 56 pages in length' and should not exceed the 56 pages (or approximately 110 submitted manuscript pages).
4. If sponsor elects to exceed page limitations, additional pages may be added at a rate of \$250 per page.
5. A team to be determined will serve as the supplement editorial team and will coordinate submission of each author/group's work. Manuscripts are to be submitted through *JPHMP*'s Editorial Manager website. Please post accompanying original diagrams, photographs, and artwork electronically as well. All manuscripts will undergo the traditional peer-review process.
6. Supplemental digital content (SDC) such as a peer-reviewed podcast, power point presentation or video may be included in your submissions for the supplement. Upon review and approval, up to ten pieces of SDC may be posted and published with the supplement on www.JPHMP.com.

7. \$12.5k of the project fee will be billed on receipt of manuscripts into JPHMP's Editorial Manager website (approximately January 2017). The balance (remaining \$12.5k) will be billed on publication of the supplement (June 2017).
8. Upon submission of final manuscripts, LWW will produce the supplement according to guidelines established by LWW and provide page proofs to authors during the production process. Authors are responsible for quick turn-around of these page proofs and it is understood by all parties that failure by authors to return corrected proofs to LWW according to an established production schedule will delay publication.
9. The supplement will be published online-only alongside the July/August 2016 issue of *JPHMP*, and available to all subscribers. Hard copy overruns may be printed for additional circulation/distribution at a cost to be determined.
10. The full supplement will be available as HTML and PDF online on JPHMP.com with credit given to the sponsor as specified. The supplement will be set freely available for 2 years post-publication.
11. Base costs: up to 56 pages/production, tagging, editorial honorarium, promotion, online posting, licensing and electronic distribution of the supplement to subscribers and electronically through JPHMP.com: \$25,000.
12. Sponsorship of this supplement and appropriate grant information if requested will be acknowledged on the supplement cover with an approved tagline if desired.
13. Up to 2 full page advertisements may be included in any overruns as provided by funder prior to publication at no additional cost. Specifications available upon request.
14. Open Access (OA) publication will be available for a fee of \$2,200 per article, at the author's discretion. Authors will be given the option to publish their supplement article OA during the journal's peer review process.
15. Sponsors may link to content on JPHMP.com and promote through e-blasts, campaigns or as permanent links on sponsor site.
16. JPHMP is indexed in MEDLINE and searchable through PubMed. This supplement will be available online through OVID in conjunction with the selected 2017 issue of JPHMP as scheduled (September/October publishing in August) at this time.

The above outline is based on publication with a July/August 2017 issue of *JPHMP*.

I believe that I have covered all of the major points, however if you have any questions regarding any aspect of this agreement, please call me at 978-776-6902. If you agree with all points, please sign and scan/email to me at a.richardson@wolterskluwer.com.

Thank you again for considering LWW and *Journal of Public Health Management and Practice* as the vehicle for publishing your Community Health Needs Assessment findings. We look forward to working with you on the project.

Sincerely,

Angela Richardson

Senior Publisher, *JPHMP*

cc: Lillian Smith, Dr. P.H

Lloyd F. Novick, MD, MPH
Editor, JPHMP

Agreement for the *Journal of Public Health Management & Practice* – July/August 2017 Supplement

Signature_____Date **12/1/2016**

Contact Name/Institution _____

Phone/E _____

Address _____

Please email signed agreement to a.richardson@wolterskluwer.com.