

National Institutes of Health

Science of Behavior Change Research Network

Publications and Presentations Policy

I. Publication/Presentation Designations

A principal goal of the NIH-funded Science Of Behavior Change (SOBC) Research Network is to publish high-quality and timely manuscripts that advance knowledge in the peer-reviewed literature, as well as deliver presentations of SOBC findings in a public forum.

- A. It is recognized that SOBC Research Network investigators will publish manuscripts and deliver presentations that directly reflect SOBC-related activities and others that may either mention the SOBC or address topics related to SOBC activities, but that will be funded from other sources.
- B. Manuscripts, abstracts, and presentations derived from SOBC-funded activities are designated as “SOBC” manuscripts, abstracts, and presentations.
- C. The SOBC Research Network Steering Committee includes UH2 projects, the Resource and Coordinating Center (RCC), and members of the NIH. The Outreach and Dissemination subcommittee, consisting of members from each of the three arms of the SOBC Research Network, will assist with the coordination, preparation, and publication of outward facing projects, as needed:
 1. A “Project Manuscript, Abstract, or Presentation” deals directly with knowledge derived from a specific UH2 project. The methods or results of a specific SOBC Research Network clinical trial would constitute a Project manuscript, abstract, or presentation.
 2. A “Collaborative Manuscript, Abstract, or Presentation” describes the product created through collaborations across the Network consisting of at least two UH2 projects and/or the RCC/NIH as part of the Network’s efforts to create generalizable knowledge. For example, a comparison of stress outcomes across multiple UH2 projects undertaken by scientists of each involved UH2 would be a Collaborative manuscript, abstract, or presentation.
 3. A “Network Manuscript, Abstract, or Presentation” denotes a collaborative project that involves all UH2 projects, the RCC, and the NIH in order to further the mission of the SOBC Research Network. An example of a Network Manuscript, Abstract, or Presentation would be a journal article introducing all UH2 projects, the RCC, and NIH efforts in the SOBC Research Network.

The procedures for review of publications and presentations are different for Project, Collaborative, and Network manuscripts, abstracts, and presentations and are outlined below in sections II, III and IV.

II. SOBC Research Network Outreach and Dissemination Subcommittee

- A. The Outreach and Dissemination (O/D) subcommittee will comprise representation from UH2 project principal investigators (PIs), RCC team members, and NIH representatives. The subcommittee will meet on an ad hoc basis as projects arise and its services are requested by the Steering Committee. A representative from the RCC will be responsible for coordinating

meeting times and documenting decisions. Decisions will be made by majority, although consensus will be sought in all cases.

- B. The O/D subcommittee will coordinate and oversee all Network manuscripts, abstracts, and presentations providing an initial review, with final adjudication of decisions by the Steering Committee. The O/D subcommittee 1) coordinates the development of Network publications and presentations once approved; 2) reviews proposed Network publications and abstracts slated for submission; 3) approves completed Network manuscripts before they are submitted for publication; and 4) approves Network presentations before they are made in a public forum.
- C. In the cases of Project and Collaborative manuscripts, abstracts, and presentations, the O/D subcommittee will only coordinate as requested by lead authors. The O/D subcommittee will, however, track and log on the website all Network-related publications and presentations.
 - 1. The RCC will conduct a monthly automated search in order to identify and track all Project and Collaborative manuscripts, abstracts, and presentations citing the SOBC grant number.
 - 2. UH2 PIs will forward news of acceptance along with citation to RCC for tracking. These notifications can occur at any time, but may coincide with Steering Committee meetings if desired.
 - 3. All tracked manuscripts, abstracts, and presentations will be maintained on the SOBC website and/or available upon request.

III. **Procedure for Network Publications & Presentations**

- A. Decisions to initiate a Network project will be discussed and reviewed first by the O/D subcommittee. A Network project proposal will be drafted by the lead author and circulated to the O/D RCC representative who will coordinate a meeting or discussion with the O/D subcommittee. All O/D subcommittee members will be given an opportunity for comment and may request revisions or clarification from the lead author. If the interval specified for comments passes without feedback (14 days), assent for the project is assumed. Network proposals will then be shared with the Steering Committee for final review.
- B. Decisions regarding content and authorship of publications and presentations will be determined by the Steering Committee. All members will be given an opportunity for revision and comment. If the interval specified for revision passes without feedback (30 days), assent to the distributed version of the manuscript is assumed.
 - 1. Inclusion in corporate/group authorship is the default for all Network publications, unless individuals specify that they are not interested in being designated as co-authors.
 - a. If a Network publication is approved to move forward but a Steering Committee member specifies that they are not interested in being included as a co-author, the Steering Committee will use corporate/group authorship and include a clause stating that the individual author is not involved in this publication.
 - b. Co-investigators may be added to the corporate authorship list for Network publications, as requested and appropriate.
 - 2. The corporate/group authorship will consist of the names listed in **Attachment 1**.
 - 3. A group of up to five authors with primary responsibility for the drafting of the Network publication content will precede the corporate/group authorship. The individual who submits the proposal will receive first author and suggest authorship order for as many of the five spots as they would like. The first author is welcome to

leave authorship spots open for network members who are interested and/or who have expertise in the topic. Those individuals should reach out to the lead author directly to discuss participation and authorship order.

- a. Disagreements regarding authorship order will be handled such that the most junior author will be prioritized as first author and/or receive higher priority, and anyone with tenure will cede authorship unless they drafted the manuscript themselves.
 - b. Any other disagreements should be handled by the author who drafted the proposal.
- C. Manuscripts will be submitted by the lead author to the O/D RCC representative, who will collect and forward revisions and comments from: a) UH2 PIs, b) RCC team members, and c) NIH representatives. NIH representatives and the RCC will have the first pass at revisions and will be given 2 weeks to provide their feedback. UH2 PIs will have the second pass at revisions and will be given 4 weeks to provide their feedback. The O/D RCC representative will be responsible for collating edits and comments during each round of revisions. The lead author and authorship team will be responsible for incorporating and revising the manuscript based on Steering Committee feedback. The updated manuscript will be circulated for final revision to the Steering Committee, who will have 4 weeks to review and provide final feedback or approval. All discussions/decisions will be made on Steering Committee calls, or on the SOBC internal website when appropriate. The O/D RCC representative will be responsible for collating revisions and comments and available to format and submit on behalf of the Network, if requested.
 1. Where intractable differences of opinion remain, suggested changes from all sides will be forwarded to the lead author.
 2. Comments from any O/D subcommittee member or Steering Committee member, NIH or otherwise, will not constitute official positions of the NIH.
- D. Once a Network manuscript has been accepted for publication, the lead author or O/D RCC representative will inform the Steering Committee and, if necessary, forward news of acceptance to the RCC O/D representative and the NIH SOBC Program Coordinators.
 - a. If a paper must be deposited in Pubmed Central by the author, then the O/D RCC representative must be notified by the lead author. The O/D RCC representative will submit the final manuscript (provided by the lead author) to Pubmed Central.
- E. Once a Network manuscript has been published, the lead author or O/D RCC representative will inform the Steering Committee and, if necessary, forward the final citation to the RCC O/D representative.
- F. In the event that authors of a publication or presentation must meet an impending deadline for a special issue or call for papers, or respond to an invitation to publish within a brief period of time, authors should contact the O/D RCC representative or designated lead author to request an expedited review of their manuscript, abstract, or presentation. If an expedited review is not possible prior to submission for publication, the co-authors may send such manuscripts to the larger O/D subcommittee within 30 days of submission; the O/D subcommittee will still consider whether the manuscript is a “Network” product.

IV. Acknowledgment of SOBC Common Fund Support for Project, Collaborative, and Network Manuscripts, Abstracts, and Presentations

All manuscripts, abstracts, or presentations emanating from these SOBC Network Projects and supported by the SOBC Common Fund Program should include the following acknowledgments:

“This work is supported by the National Institutes of Health (NIH) Science of Behavior Change Common Fund Program through an award administered by the [administering Institute or Center] [award numbers]. The views presented here are solely the responsibility of the authors and do not necessarily represent the official views of the NIH.”

NOTE: Awards in this Network that are co-funded by the Common Fund and other NIH entities or funded solely by an individual Institute should include reference to all funding sources.

To be included in SOBC Project and Collaborative Manuscripts*: “The NIH Science Of Behavior Change (SOBC) Common Fund Program (<https://commonfund.nih.gov/behaviorchange/index>) aims to implement a mechanisms-focused, experimental medicine approach to behavior change research and develop the tools required to implement such an approach. In line with this initiative, this research... [introduce study-specific details here].”

*Please note that this is different from the funding source description provided by NIH. This language is to be included in the body of the manuscript, as appropriate and feasible. If for any reason the above language cannot be included in the body of the manuscript, please include an additional sentence in the acknowledgements section explaining the nature of the SOBC Common Fund Program. **Researchers are still required to use the following language when citing funding sources:** “This award is (or “This study was”) supported by the National Institutes of Health (NIH) Science of Behavior Change Common Fund Program through an award administered by the [administering Institute or Center] (award number).”

Exception: Awards in this Network that are co-funded by the Common Fund and other NIH entities or funded solely by an individual Institute should include reference to all funding sources. Please check the Notice of Award or ask your Program Official to clarify all sources of funding for this award if you are unsure.

Attachment 1. SOBC Research Network Group Authorship List

Name	Affiliation
Aklin, Will	(NIH/NIDA)
Almeida, David	Penn State
Bickel, Warren	Virginia Tech Carilion Research Institute
Britton, Willoughby	Brown University
Buxton, Orfeu M.	Penn State
Chen, Wen	(NIH/NCCIH)
Clark, Dave	(NIH/NIDCR)
Collier, Elaine	(NIH/NCATS)
Conroy, David C.	Penn State
Czajkowski, Susan	(NIH/NCI)
Davidson, Karina	Columbia University
Edmondson, Donald	Columbia University
Epstein, Leonard	University at Buffalo
Ferrer, Rebecca	(NIH/NCI)
Green, Paige	(NIH/NCI)
Haushofer, Johannes	Princeton University
Heyman , Richard	NYU
Hunter, Christine	(NIH/NIDDK)
King, Jean	University of Massachusetts
King, Jonathan W.	(NIH/NIA)
King, Rosalind	(NIH/NICHD)
Lanza, Stephanie T.	Penn State
Loucks, Eric	Brown University
Ma, Jun	University of Illinois at Chicago
Marsch, Lisa	Dartmouth College
Miller, Alison	University of Michigan
Nielsen, Lisbeth	(NIH/NIA)
Onken, Lisa	(NIH/NIA)
Poldrack, Russell	Stanford University
Riddle, Melissa	(NIH/NIDCR)
Sciamanna, Christopher N.	Penn State
Scott, Stacey B.	Stony Brook University
Simmons, Janine	(NIH/NIMH)
Sliwinski, Martin	Penn State
Slep, Amy	NYU
Smyth, Josh	Penn State
Stawski, Robert S.	Oregon State University
Stoeckel, Luke	(NIH/NIDDK)
Stoney, Catherine	(NIH/NHLBI)
Sumner, Jennifer	Columbia University
Tully, Lois	(NIH/NINR)
Weber, Wendy	(NIH/NCCIH)
Williams, Leanne	Stanford University
Zawadzki, Matthew J.	The University of California, Merced