

SRCD Social Policy Report: Required Manuscript Components

1. Executive Summary: Brief overview of the report that centers policy considerations.
2. Background: Overview of the report topic that includes (a) relevant prevalence data and (b) a description of the policy context that underlie the rationale for the report. We encourage the use of tables, infographics, and/or figures to illustrate prevalence data. This section should clearly explain why you are addressing this topic, and why *now*.
3. Policy Considerations: Discussion of explicit policy considerations and the research findings on which you base these considerations. In addition to this discussion, this section should include a summary table as follows, with additional rows added as necessary.

Policy Consideration(s)	Bulleted list of main research findings that support the policy considerations

4. Conclusions: Short summary of your take-away messages. Consider including the following: Considerations for program/practice development; next steps for research to improve policy decision-making in this area.
5. Additional resources/ further information (e.g., links to relevant websites, webinars, podcasts, white papers).
6. References (Bibliography).
7. Appendix/Research Review: Your comprehensive, non-partisan review of the research findings that informed your policy considerations.
8. Brief biographical statement for each author (maximum of 100 words per author).

Manuscript format and style:

1. Word limits:
 - a. Manuscript *text* (not including tables, figures, and references) should not exceed 7,500 words (approximately 30 double-spaced pp.)
 - b. We strongly encourage manuscript text for parts 1-5 (above) not to exceed 2,500 words (approximately 10 double-spaced pp.).
2. APA style: Follow APA style throughout the manuscript, including use of 12-pt Times New Roman font and double-spacing for all text (including references). There is one exception: The Executive Summary noted above takes the place of an APA-style abstract.