

The Foundation Review

A publication of the Dorothy A. Johnson Center for Philanthropy at Grand Valley State University

For Authors

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General Guidance and Submission Requirements

In writing your manuscript, we encourage you to keep the following in mind:

- The target audience for *The Foundation Review* is foundation staff, board members, and those who work with them to develop, operate, and evaluate social interventions or programs.
- Manuscripts should emphasize the practical applications of the findings being described, related to both the content area and grantmaking strategies or tactics.
- Manuscripts should include, as relevant, the rationale or theory of change behind the work being described (the theory behind the grantmaking strategy, as well as the theory behind the funded activity), the fit with the issue topic, and recommendations for funders and implementers.
- We encourage you to consider joint authorship (consultant/foundation staff) where appropriate, to ensure multiple viewpoints.
- Your manuscript (including abstract and references) should be 5,000 words or fewer; a book review should be 1,500 words or fewer.
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- **When submitting, follow these file formatting guidelines:**
 1. The main manuscript file (in Microsoft Word) blinded for review* should include:
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- Charts, graphs, photographs, or other illustrations that support key points are helpful. Note that we will need a signed release from the subject(s) in order to use photographs.
- Figures and other illustrations (photos, etc.) should be submitted as a separate file, with a clear reference to each in the manuscript. List figure titles immediately after reference list.
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