

INSTRUCTIONS FOR MANUSCRIPTS INTENDED FOR PUBLICATION, PRESS RELEASES, AND OTHER PROJECT PRODUCTS

For projects funded by a
National or Regional Climate Adaptation Science Center

Advanced Notice to CASC of Publications:

Funded researchers must provide *advanced* notification to CASC Directors of all anticipated manuscripts, videos, web tools, educational tools, etc. (any type of deliverable that will be made public) intended for publication/distribution that have been produced through the CASC-funded project (or where staff received funding through a CASC graduate fellowship). This early notice allows the CASCs to accurately account for CASC-derived products and assist as needed in any press announcements. Investigators should notify the CASC at the time a manuscript has been accepted for publication, and if possible when it has moved to “in press” status.

USGS investigators should provide notice to the CASC Director at the time of Bureau approval under the USGS Fundamental Science Practice (FSP) system (Information Products Data System, IPDS).

Funding Acknowledgement in Publications, Products, and Press Releases:

Funding acknowledgement must be spelled out in all scientific publications and press releases where research funding was provided by USGS.

- For other communication products – such as videos, handouts, and bookmarks – including the USGS and DOI logos is sufficient acknowledgement of funding support.
- When acknowledging funding support from a Climate Adaptation Science Center, use the full (no abbreviations), official name of the CASC: The Department of the Interior [insert CASC region] Climate Adaptation Science Center (e.g. for the NE CASC, please use The Department of the Interior Northeast Climate Adaptation Science Center).
- In scientific publications (or manuscripts intended for publication), use the specific wording below to acknowledge funding:
 - **Non-federal PIs** should include the following statements (usually in the acknowledgements section): “This research was funded by the Department of the

Interior [insert CASC region] Climate Adaptation Science Center. The project described in this publication was supported by Grant or Cooperative Agreement No. [add number, and include appropriate designation of award] from the United States Geological Survey. Its contents are solely the responsibility of the authors and do not necessarily represent the views of the [insert CASC region] Climate Adaptation Science Center or the USGS. This manuscript is submitted for publication with the understanding that the United States Government is authorized to reproduce and distribute reprints for Governmental purposes.”

- **Federal PIs** should use the following statement of acknowledgement: “This research was funded by the Department of the Interior [insert CASC region] Climate Adaptation Science Center”.

- **Graduate Student Fellows** should use the following statement of acknowledgement: “This research was funded by a Department of the Interior [insert CASC region] Climate Adaptation Science Center graduate fellowship awarded to [Name].”