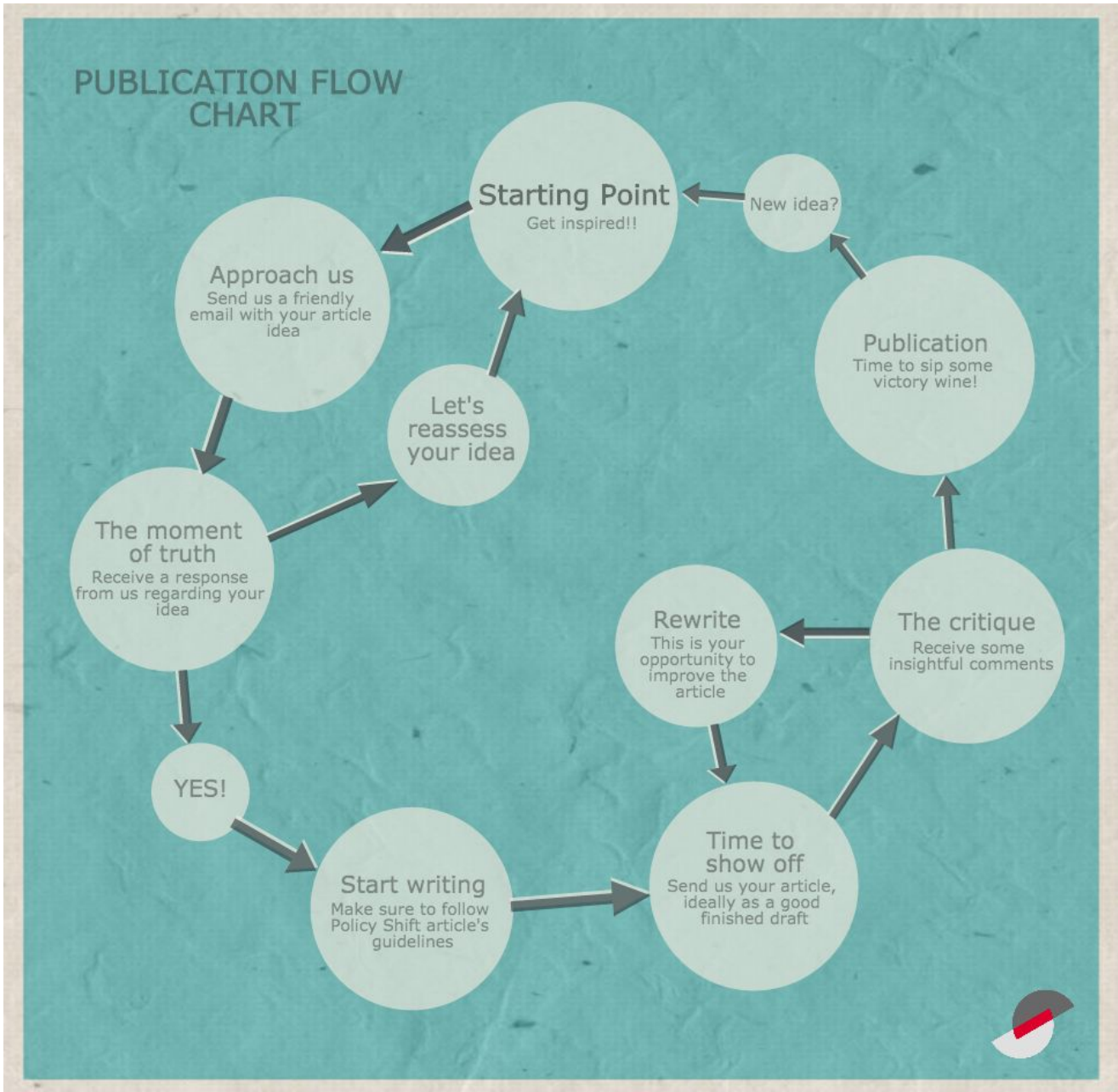
Policy Shift Guidelines for contributing an article



1. **Get inspired:** Find an innovative policy/initiative you consider worth replicating. This policy was implemented by a government, a local council, or a grassroots organization somewhere in the world and you think it has had a positive impact and could be emulated elsewhere. Try to focus on subjects you are interested in and you have some knowledge about. It will make the process a lot easier.

2. **Approach us:** Send us a friendly email to contact.policyshift@gmail.com with a little overview of your article. We would expect a small summary explaining the policy/initiative you want to analyze and why you think it has had a positive impact and should be replicated.

It's important you send us your pitch prior to writing the article. It might just be that your inspirational policy idea does not fit Policy Shift's aim or article guidelines (explained below). This is critical as it prevents wasting time and effort.

3. **The moment of truth:** Receive a response from us regarding your article idea. If we consider that the topic and your approach match Policy Shift's guidelines, you are in! We will send you a celebratory email with words of encouragement together with some particular guidelines to your article; such as possible questions you should aim to answer, approach, sources, etc.

   If, however, we consider that your idea does not match Policy Shift's article guidelines, we will let you know at this stage. This way you can reshape the focus of your idea, wait for another inspirational moment and start the process again.

4. **Start writing**: At this stage, you should take the time to really elaborate on your article, to cover all the necessary information Policy Shift's articles require. Make sure to explain the policy in depth, how does it work, the critiques of its implementation or possible errors, if the policy has been implemented in other countries, and if so, how do they differ. Last but not least, include your argument on why it is an innovative policy/initiative, what has been its impact, how to improve it, etc. Be creative! The article should include some original graphs or infographics, include a list of sources, and 1-2 photos (make sure they are available for re-use!)

5. **Time to show off:** Send us your article, ideally as a finished draft. This step is essentially a peer review, where we will provide some positive criticism. We will make comments on issues that are not clear enough, places where you should expand the research, etc., with the aim of ultimately creating a sound and interesting piece of work!

6. **The critique:** Receive your draft with insightful comments. Review the comments and suggestions and address them as much as possible in your article. This step could repeat itself a couple of times. We just want to make sure the article has reached its potential and is ready for publication.

7. **Publication:** Send us your finished and polished article ready for publication. We will publish it on Policy Shift's website. You should be proud! You have now published an original article and have contributed to Policy Shift's mission of identifying innovative replicable solutions for the promotion of sustainable social change. Thank you for helping to foster the discussion and co-creation of innovative solutions.

   Feeling inspired again?

Some pinpoints to guide your writing!

Article Guidelines

1. Policy Shift's approach is to address solutions to problems, not problems by themselves. The solutions we seek to highlight are those that are the result of outside-the- box thinking, and innovative, impactful and/or efficient policies and initiatives.

2. Regarding the scope, focus on a country or region, or a specific policy or initiative.

3. The goal of the article is to provide clear and concise information, assuming that the reader does not know about the topics in question.
    a. Be analytical, do not hesitate to provide your point of view with evidence to prove your argument
    b. Make sure you explain any technical terms or ideas mentioned.
    c. Please include graphs or charts to illustrate your points and ideas. Graphs and charts must be (a) made by the writer from raw data or (b) available for public use. In addition, provide the source of the information.

4. The length must be between 800 and 1,500 words or 3 pages max. Include sources/bibliography

5. Please include at least one photo as well that is your own or available for public use.