



## **About Preparing a JAFSCD Food Systems Research, Policy, and Practice Brief**

**JAFSCD Food Systems Research, Policy, and Practice Briefs** encapsulate the critical points of JAFSCD papers for quick reference. Papers selected to be summarized are ones that practitioners and policy-makers on the local or regional level can benefit from. The briefs are prepared by graduate students, JAFSCD work-study students, and others with a knack for digesting scholarly works. We are not able to pay for brief write-ups, but we offer a complimentary subscription to JAFSCD for one year. We hope that having a byline can benefit you academically and personally.

**The process is simple.** Fill out the quick PDF form on the next page, and we'll get back to you promptly. You can suggest a paper, or we can assign you a paper on which to prepare a brief. In either case, you will contact the corresponding author of the paper and request their permission to do the brief. (We will provide you with an email template.) You can give them a copy of an existing brief and/or include a link to our Food Systems Brief page (<https://www.foodsystemsjournal.org/index.php/fsj/pages/view/foodsystemsbriefs>). The email will explain that having a brief prepared of their paper means it is exceptionally useful to practitioners in the field and means that their paper will get even more exposure.

If they agree, you'll start work right away and try to get them a draft within two weeks. You may wish to send an early draft to Duncan Hilchey first. You may have some back and forth with the author(s) before you send the final draft to us for proofing. We will send the proofed and formatted version back to you with a sign-off form for you and the lead author to sign and return to us.

### **Details on structuring and writing the brief:**

1. Give your brief a title that is separate from the original paper's title—one that is a little shorter and that "sells" the brief to lay readers.
2. It should be 1,200 words maximum.
3. One approach is to summarize the first paragraph or two of each subsection. These are likely to include the most important points for each element. You can copy and paste some wording, but some will need to be summarized.
4. The literature review generally can be left out.
5. Pay particular attention to the results and discussions sections, looking for lessons learned, recommendations based on the research, and policy implications. These are key items to include in the brief. Bullets are a good way to summarize multiple outcomes or recommendations.

Contact Duncan Hilchey ([duncan@lysoncenter.com](mailto:duncan@lysoncenter.com)) if you have any questions.

v. 03-09-17

JAFSCD is published by the Lyson  
Center for Civic Agriculture and  
Food Systems with the support of:





## **Application to Prepare a JAFSCD Food Systems Research, Policy, and Practice Brief**

Thank you for your interest in writing a JAFSCD Food Systems Brief! Please complete this form (it's a PDF that can be saved) and send to Duncan Hilchey at [duncan@lysoncenter.org](mailto:duncan@lysoncenter.org). You'll hear back from us promptly. Details on preparing a brief are on page 1.

**Full name:**

**Affiliation (if any):**

**Mailing address:**

**Email address:**

**Tell us about your writing, editing, and summarizing experiences:**

**Describe the particular food systems topical area(s) you have expertise in:**

**How many briefs are you interested in doing?** (There is no minimum or maximum, but we will post your photo and a brief bio if or when you do three or more.)

**Do you have a particular JAFSCD paper for which you'd like to prepare a brief at this time?**

**Please check to indicate agreement with the following statements:**

I have read several JAFSCD papers and am familiar with JAFSCD's approach to accessible scholarship.

I feel comfortable reading scholarly papers and summarizing them for food systems development practitioners in the field.

I am willing to communicate with the corresponding author of the paper I am summarizing and make sure he or she is pleased with my summary.

If I'm unable to complete the brief in a timely manner for any reason, I will notify Duncan Hilchey ([duncan@lysoncenter.org](mailto:duncan@lysoncenter.org)) and send the work done to date to be passed along to someone else.