

Submit a Research Paper to Peer Review

The *Journal of Financial Planning* welcomes original, advanced research papers on any aspect of financial planning.

Consider the elements below to give your paper its best chance of succeeding through peer review to publication.

Audience

Keep *Journal* readers—primarily experienced financial planning professionals—in mind as you write. Provide timely, practical material that applies to, or will directly benefit, financial planners in their work. Assume the reader has a fundamental but not esoteric knowledge.

Length

Manuscripts should run approximately 5,000 words.

Format

Each author's name, contact information, and a brief biography should be included on the cover page. For blind peer review purposes, the second page should consist of the title and an executive summary of no more than 250 words, but no identifying information.

Style

The *Journal of Financial Planning* uses The Chicago Manual of Style as a guide for formatting, writing style, and references. Your writing style should be easy to read and follow, yet professional. Thoughts and concepts should be clearly presented and easy to comprehend. Examples that illustrate key points are encouraged.

1. **Avoid the use of first-person narrative, when possible.** For example, rather than: "I added an unconstrained variable to the model," write: "An unconstrained variable was added to the model."
2. **The review of literature and presentation of results should generally be written in past tense.** For example, writing: "Grable (2013) presented findings regarding past portfolio performance" is preferable to: "Grable (2013) presents findings ..."

Organization

Start the paper with an executive summary no longer than 250 words, presented as a bulleted list.

Early in the paper, state the paper's purpose, the material it will cover, and why that material is important to financial planning professionals.

Include a literature review of previous research on which the paper builds, and explain how the paper differs from and adds to the existing literature.

Clearly explain the methodology and identify the datasets used in all analyses.

Clearly summarize the paper's key findings or recommendations and practical implications for financial planners. How does your work impact how financial planners do theirs?

Objectivity

Content should be objective and avoid mentioning or promoting specific financial products or services. Any statements or assertions should be supported by sufficient research and data.

Charts, Graphs, Tables, and Infographics

Visual material/graphics should not be excessive in length or in number (no more than five) and should help support, illustrate, or directly report relevant data and results from the research.

Endnotes/References

The *Journal* uses in-text citations, references and endnotes. Keep the reader in mind when including endnotes and references, ensuring that what is included is pertinent to what is in the text. Clarity and readability are the main criteria for inclusion. Endnotes should include URLs when possible.

Examples of references:

Articles: Last Name, First Name [subsequent authors are First Name, Last Name]. Year. "Article Title." Publication Title 1 [volume] (2) [issue]: 22–32 [page numbers].

Blanchett, David M., and Larry R. Frank. 2009. "A Dynamic and Adaptive Approach to Distribution Planning and Monitoring." *Journal of Financial Planning* 22 (4): 52–66.

Grable, John E., and Sonya L. Britt. 2011. "An Investigation of Response Bias Associated with Electronically Delivered Risk-Tolerance Assessment." *Journal of Financial Therapy* 2, 1, accessed January 15, 2013, <http://jftonline.org/journals/jft/article/view/1347>.

Books: Last Name, First Name [subsequent authors are First Name, Last Name]. Year. Book Title. 4th ed. City: Publisher.

Fithian, Scott and Todd Fithian. 2007. *The Right Side of the Table*. Denver: Financial Planning Press.

Lennick, Doug. 2010. *Financial Intelligence*. 2nd ed. Denver: FPA Press.

Submission Guidelines

When submitting a research paper for peer review, indicate if any portion of the manuscript has been published or posted online elsewhere. If it has, provide the citation and/or web address.

Initial Screening

- Editorial staff screens manuscripts for appropriateness and quality, and may suggest revisions before sending a manuscript to blind peer review.
- Authors are notified of the editorial staff's decision generally within two weeks of submitting it for consideration.

Double-Blind Peer Review

- Articles with merit will be reviewed by members of the *Journal of Financial Planning's* editorial review board. The initial screening and double-blind peer-review process takes approximately four to six weeks.
- Once we have received all manuscript reviews, you will receive a decision (publish, revise, reject), along with copies of the reviewers' evaluations.
- While your manuscript is in the review process, we ask that you do not submit it to any other publication for consideration. The *Journal of Financial Planning* will not publish any articles that have been accepted or printed by other publications.

Remuneration

Authors receive no remuneration or reimbursement for any expenses incurred in conjunction with the preparation of articles published in the *Journal of Financial Planning*.

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<https://www.onefpa.org/journal/Documents/Submitting%20Author%20Checklist.pdf>

Email your completed manuscript to Senior Editor Ana Trujillo Limon as a Microsoft Word file.

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Questions?

Contact Ana Trujillo Limon at (303) 867-7145 or (800) 322-4237 ext. 7145. [LINK ANA's name to her email.]