

DATE:

**PROPOSAL FORM
JOURNAL SPECIAL COLLECTION**

AMERICAN GEOPHYSICAL UNION
2000 Florida Avenue, NW
Washington, D.C. 20009

Proposers: Submit this form to the Editor in Chief, who will then submit the signed form for approval by AGU.

Articles in the special collection will be published online as ready and appear together as a virtual issue in addition to being included in the next journal issue.

Proposers, please note the following:

- 1. The proposer and special section organizers may not serve as a reviewer for individual articles.**
- 2. With the approval of the journal Editor, the special section organizers (including the proposer) *may* serve in the role of Associate Editor for the special collection. Please contact the AGU editorial staff for questions.**

PROPOSER INFORMATION (required at time proposal is submitted)

Name: _____

Institution: _____

Mailing address: _____

Telephone: _____ ORCID #: _____ E-mail: _____

SPECIAL SECTION ORGANIZER 1

Name: _____ Institution: _____

Mailing address: _____

Telephone: _____ ORCID #: _____ E-mail: _____

SPECIAL SECTION ORGANIZER 2

Name: Institution:

Mailing address:

Telephone: ORCID #: E-mail:

SPECIAL SECTION ORGANIZER 3

Name: Institution:

Mailing address:

Telephone: ORCID #: E-mail:

SPECIAL SECTION ORGANIZER 4

Name: Institution:

Mailing address:

Telephone: ORCID #: E-mail:

PROPOSAL INFORMATION

1. Journal:

If joint collection, please include additional journal(s):

2. Full title of special collection

3. Brief description of special collection (~150 words – may append on separate sheet).
Please note the brief description will appear on the journal website and may be used as the Call for Papers.

4. Estimated number of articles:

5. Preliminary list of articles to be included. Please list example contributions, limiting yourself to those you would think are appropriate for the scope of the journal(s). The list may be appended to this form.

PROPOSED TIME SCHEDULE

Note that these dates are critical to ensure that all articles are published in a timely manner.

Special Collections are typically open with a Call for Papers.

First manuscript will be submitted for peer review. _____ Date

Date last manuscript should be submitted for peer review. _____ Date

6. Please list any advertising or promotional ideas that you are considering for the special collection.

7. Please indicate any other special issue(s) on the same subject published within the past 5 years.

Please include (if known) the name and the year:

8. Are papers based on a symposium or conference? Yes No

If yes, give name, date, place, organizational sponsor, and names of conveners.

9. Have the papers or major parts of them been published previously, or are they under consideration by other publishers? Yes No
If yes, where:

10. Will there be a separate reprint volume containing all articles in the collection? (Cost of a reprint volume is borne by the requester, not by AGU or its publishing partner. Please contact the journal to request an estimate for this product.) Yes No

_____ Proposer	_____ Date
_____ Journal Editor	_____ Date
_____ Assistant Director	_____ Date