



Creative Work

(Length Limit: Typically No More than 1,000 words or 4 pages)

The guidelines listed below differ slightly from the online [Submission Preparation Guidelines](https://www.hphr.org/hphr-submission-preparation/) (HPHR.org/hphr-submission-preparation/) for the rest of HPHR's submissions. Please follow the instructions here and email mhanthologyhphr@gmail.com with any questions.

Description: Creative works can be poems, short stories, short plays, photo-essays, paintings, or other visual or written art about a topic related to mental health and inequities faced by marginalized groups. These pieces typically are no more than 1,000 words or span no more than 4 pages.

Document Format: Name all submissions as follows: "ANTHOLOGY_[Title]." Submissions must be Word documents; number all pages and use 12-point Times New Roman font. Do not submit PDFs or use line numbers.

Language: HPHR requires non-discriminatory language to be used at all times. Defamatory language of any kind directed toward persons and/or institutions is not permitted. This includes any and all terms that are commonly considered sexist, heterosexist, racist, homophobic, transphobic, and xenophobic.

Checklist: Use the following template to ensure your submission includes all required elements*:

- ◇ **Cover Letter***
- ◇ **Anthology Category*** (Gender, Sexual Orientation, Race/Ethnicity, Age, Socioeconomic Status, or Migrant Status)
- ◇ **Title***
- ◇ **Author/Artist List and Affiliations*** (Author/Artist Name, Institutional Affiliation, [ORCID ID](#) (if applicable))
- ◇ **Corresponding Author/Artist Contact Details***
- ◇ **Keywords***
- ◇ **Artist Statement***
- ◇ **Main Text/Work***
- ◇ **References**



- ◇ **Acknowledgements**
- ◇ **Disclosure Statement***
- ◇ **Figures and Tables**
- ◇ **Other Photographs, Images, etc.**
- ◇ **Individual Author Biographies***

Cover Letter

Your submission should include a brief cover letter that details:

- The submission type (creative work or essay/evidence-based piece).
- Submission word count or page length (main-text only, excluding References, Figures, Tables, etc.).
- The anthology category to which it belongs (Gender, Sexual Orientation, Race/Ethnicity, Age, Socioeconomic Status, or Migrant Status).
- All named authors/artists who have contributed to the submission and who grant HPHR permission to review and (if selected) publish their work.
- Indicate the name, address, and email of the corresponding author/artist.
- Disclosure statement (i.e., indicating whether any of the authors have personal, commercial, or financial interests that are relevant to the research and opinions represented in the work submitted to HPHR).
- Attestation that the manuscript is not currently under consideration by another publication and/or has not previously been published elsewhere.
- A brief description of the background and relevance of the manuscript to mental health.

Creative Work Elements

Designate the anthology category for which this piece should be considered: (Gender, Sexual Orientation, Race/Ethnicity, Age, Socioeconomic Status, or Migrant Status). If the piece is intersectional, please select the single, most relevant category.

Title: Insert title here.



Author/Artist List and Institutional Affiliations: Insert the following full **author/artist list** here. For each author/artist, provide:

- Author/Artist First Name, Middle Name (if applicable), Last Name
- Author/Artist Institutional Affiliation (if applicable)
- Author [ORCID ID](#) (if applicable)

Example:

Dr. Bill Bips, PhD, Harvard University
ORCID ID: (if applicable)

Corresponding Author/Artist Information: Indicate name, affiliation, and contact information for the corresponding author/artist.

Keywords: Include **keywords** for your manuscript or creative work, separated by commas, here (i.e., public health, youth, Black/African American, etc.) There should be at least two and no more than six key words. Please do not use hashtags (#).

Artist Statement (unstructured): Please include a short statement from 50 to 250 words contextualizing your piece and explaining its significance to the reader.

Main text/Work: Paste the main text or content of your work here.

References: All references must be prepared and submitted according to the [American Medical Association \(AMA\) Style Guide](#). (Visit the AMA Manual of Style online: <https://www.amamanualofstyle.com/>; download [a guide here](#) or here: <tinyurl.com/AMAGuide-HPHRprep>).

AMA uses **endnotes with superscript Arabic numerals outside periods and commas**, but inside colons and semicolons.

I like this paper.¹

In the endnotes, the reference will appear as follows:

1. Compston A. Papers I liked. *The Lancet*. 2008;372(9648):1502-1517.

Acknowledgements: Paste your acknowledgements here (including any funding that the work may have been financially supported by), if applicable.

Disclosure Statement: Paste any disclosures of competing interests/conflicts of interest here. If the authors do not have anything to disclose, please paste the following statement, “The author(s) have no relevant financial disclosures or conflicts of interest”.

Figures & Tables

- **Figure 1.** Type figure legend here and paste figure above the legend. Legends should not be part of the design, but kept as editable text in the document. <insert page break here if



including additional figures>

Additional notes about Figures:

- Figures are to be placed on separate pages of the article file with legends placed below each figure.
 - Figures should be at least 300 DPI, submitted as JPEG, PNG, EPS, or SVG files.
 - Figures ideally should be submitted with a transparent background.
 - Figures should be titled consecutively according to the order they appear in the text.
 - Titles are to appear above the figure, in bold, Times New Roman, 12 point font.
 - Legends are to appear directly after the image, single-spaced, in Times New Roman, 12 pt font.
 - Titles and legends should NOT be part of the image, but inserted as text in the document, above and below the figure image, respectively.
 - Text within figures should be single-spaced, in Times New Roman, 10 point font.
- **Table 1.** Type table title here and paste table below the title. If including table legend, paste below the table. DO NOT INSERT IMAGES OF TABLES. <insert page break here if including additional tables>

Additional notes about Tables:

- Tables are to be placed at the end of the submission, as indicated in the template.
- Tables should be created using Word (please do not submit them as images).
- Tables are to be numbered consecutively according to the order of citation in the text.
- Titles are to be set above the table in bold Times New Roman, 12 pt font.
- Table text and data are to be set in Times New Roman, 10 pt font, single space.
- Legends are to be included below in non-bold Times New Roman, 8 pt font, and single-spaced.
- **DO NOT** submit tables as images.

Other Images/Media and Photographs

Non-figure images and photographs appear here.

Images and other media that are not part of figures may be submitted as follows:

- Images should be inserted on separate pages of the manuscript.
- Image files should be at least 300 DPI, submitted as JPEG, PNG, EPS, or SVG files.
- Images ideally should be submitted with a transparent background.
- Images should be titled consecutively according to the order they appear in the text.
- Titles are to appear above the figure, in bold, Times New Roman, 12 point font.
- Legends are to appear directly after the image, single-spaced, in Times New Roman, 12 pt font.
- Titles and legends should NOT be part of the image, but inserted as text in the document, above and below the figure image, respectively.
- Text within figures should be single-spaced, in Times New Roman, 10 point font.



For photographs:

- *HPHR* requires written permission or a signed waiver form for all images depicting individuals, except in the case of crowd scenes or when persons are not identifiable.
- If selected for publication, *HPHR* will require copies of all permissions paperwork; photographs must be submitted as PNG or TIFF files of 300 DPI or higher.

About the Author(s): Please include a third-person biography for each author, as follows:

Example:

Dr. Bob Smith, MD

Dr. Bob Smith is a professor in the Psychology Department at Harvard University. His research areas include xxxxx and xxxx. He received his formal training at Yale University.