

NIH Publication Policy Compliance

Central Africa leDEA

October 14, 2025



New public access requirements

1. Starting July 1, 2025, investigators are required to **deposit the Author Accepted Manuscript (AAM) or Final Published Article (FPA) for any peer-reviewed journal article into PubMed Central (PMC) immediately upon the Official Date of Publication*** (i.e., “zero embargo”) if the research was funded, in whole or in part, by NIH grants. *Manuscripts accepted before July 1 are not subject to this policy.*
2. **Authors must include a statement acknowledging federal funding in the AAM and Final Published Article.** Each publication, poster or other document (including press releases!) about research supported by an NIH grant must include:
 - a) An **acknowledgment of NIH grant support** such as:
 - "Research reported in this [publication, poster, etc.] was supported by [name of the Institute, Center, or other funding component] of the National Institutes of Health under grant number [specific NIH grant number in this format: U01AI096299]."
 - b) A **disclaimer** that says:
 - "The content is solely the responsibility of the authors and does not necessarily represent the official views of the National Institutes of Health."

Always use the most recent acknowledgements on the Central Africa leDEA website: <https://ca-iedea.org/resources/>

* “Official date of publication” to be clarified

Actions for ensuring compliance (1)

1. Make sure you **research the journals' policies and fees before you submit your article.**
 - **Check the journal's embargo policy** on: <https://pmc.ncbi.nlm.nih.gov/journals/> to confirm it has a Release Delay of “0 months” (Immediate release) that meets NIH Policy requirements and an Agreement Status of “Active”.
 - For journals with an embargo period, it may be necessary to pay article processing charges for open access publication.
 - **Closely review whether the journal waives or reduces open access fees for authors from certain countries and institutions** and ensure that you follow all guidance for meeting waiver requirements.
 - Be aware that **some journals are starting to require publishing agreements to be signed upon manuscript submission** via click-through forms that discourage close reading. This could result in publishing agreements that conflict with one's grant obligations.
 - Be careful about signing any agreement at the time of article submission.

Actions for ensuring compliance (2)

2. **Make sure that you clearly state any NIH funding associated with your publications at the time of journal submission.** This will ensure that your publisher knows that you are NIH-funded and that you are required to comply with the NIH Public Access Policy. Please include the following language in your manuscript (see: <https://ca-iedea.org/resources/>):

The Central Africa International Epidemiology Databases to Evaluate AIDS (Central Africa leDEA) is supported by the U.S. National Institutes of Health's (NIH) National Institute of Allergy and Infectious Diseases, the Eunice Kennedy Shriver National Institute of Child Health and Human Development, the National Cancer Institute, the National Institute of Mental Health, the National Institute on Drug Abuse, the National Heart, Lung, and Blood Institute, the National Institute on Alcohol Abuse and Alcoholism, the National Institute of Diabetes and Digestive and Kidney Diseases, and the Fogarty International Center under Award Number U01AI096299. Informatics resources are supported by the Harmonist project under Award Number R24AI24872. **This work is solely the responsibility of the authors and does not necessarily represent the official views of any of the institutions mentioned above.** **This work is subject to the NIH Public Access Policy. Through acceptance of this federal funding, NIH has been given a right to make this manuscript publicly available in PubMed Central upon the Official Date of Publication, as defined by NIH.**

Acknowledgement of NIH support. This statement could also begin with "This research is supported by the U.S. National Institutes of Health..."

The "disclaimer"

This statement ensures the publisher knows you are NIH-funded

Actions for ensuring compliance (3)

3. **Select an appropriate licensing model when signing your author's agreement.** You must retain the necessary rights to post a copy of your manuscript to PubMed Central and ensure that you don't accidentally sign an agreement that prohibits it.
 - Authors must agree to a standard license that mirrors the [Federal Purpose License](#) (also called the "Government Use License"), granting NIH the right to make the Author Accepted Manuscript (AAM) publicly available through PubMed Central (PMC) on the Official Date of Publication.
 - A "CC BY License" ensures that the necessary rights are retained by the author to comply with NIH's publication policy.

There are two types of journals: Open Access and Hybrid journals.

- **Open Access journals** publish all content open access, generally under "[Creative Commons](#)" licenses. Many open access journals levy article processing charges (APCs) on authors.
- **Hybrid journals** publish a combination of open access and subscription-based articles. Hybrid journals may charge APCs for any articles published open access.

Note: Not all journals have agreed to comply with the NIH policy, and publishing agreements and NIH policy may conflict with each other.

Actions for ensuring compliance (4)

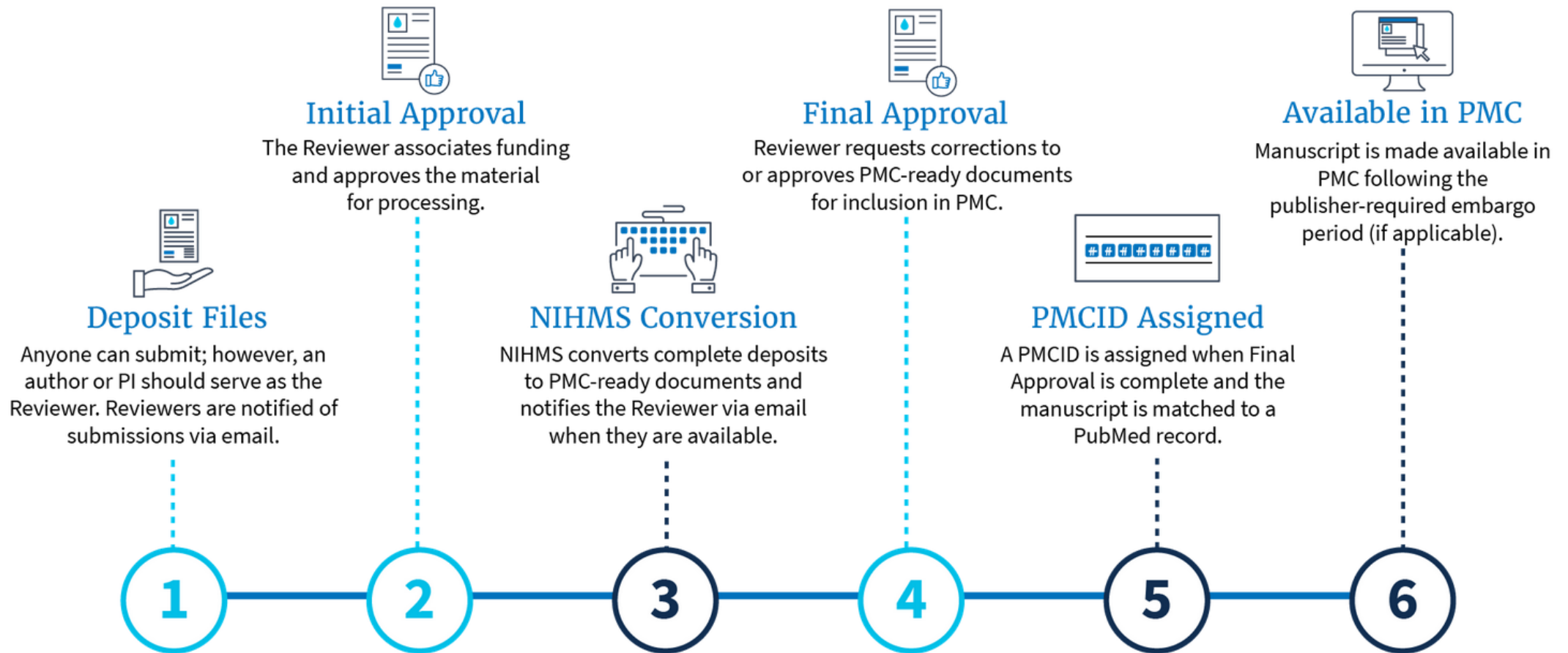
4. Initiate the submission of your article to PubMed Central upon acceptance of your article.

Processing an author's final version manuscript can take up to 2-3 weeks and your goal should be to have it in place when the journal publication goes live.

- **Some journals automatically deposit the Final Published Article in PubMed Central.** Review the [PMC Journals list](#) to confirm whether the journal deposits the Final Published Article or not.
- **If your article is published open access with a Creative Commons (CC) license,** the author may deposit the Final Published Article (i.e., formatted PDF from publisher) in PubMed Central if the journal has not done so.
- **If your publication does not have a CC license,** you must deposit the Author Accepted Manuscript (the final clean version of the manuscript) in [PubMed Central](#), with no embargo after the date of publication.
 - When depositing manuscripts in PubMed Central, authors must agree to a license that provides NIH with a royalty-free, nonexclusive, and irrevocable right to the Author Accepted Manuscripts: ***“I hereby grant to NIH, a royalty-free, nonexclusive, and irrevocable right to reproduce, publish, or otherwise use this work for Federal purposes and to authorize others to do so. This grant of rights includes the right to make the final, peer-reviewed manuscript publicly available in PubMed Central upon the Official Date of Publication.”*** This grants NIH the right to make the article publicly available in PubMed Central on the Official Date of Publication.

Actions for ensuring compliance (5)

Depositing manuscripts in PubMed Central is a multi-step process that can take 2-3 weeks.



Actions for ensuring compliance (5)

Start the submission process by logging into [NIH Manuscript Submission System](#) (NIHMS), creating an “My NCBI Account” if needed.

Log in
To access organization-specific features, log in using the method recommended for your organization below.

NIH staff and intramural researchers NIH Login	NIH and AHRQ awardees, CDC and FDA grantees, and VA intramural researchers eRA Commons	AHRQ, CDC, FDA, ACL and ASPR staff and intramural researchers HHS AMS
HHMI scientists HHMI Account	NIST staff NIST Account	EPA intramural researchers EPA Account
EPA, HRA, and ACL awardees; DHS Contacts; Gates Foundation grantees; Publishers; Others All Login Options	Forgot your login route? Request email reminder	
Not sure which route to choose? Find more information here		

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National Center for Biotechnology Information

Log in

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- ORCID
- Login.gov
- Microsoft
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- [more login options](#)

Actions for ensuring compliance (6)

 **National Library of Medicine**
National Center for Biotechnology Information

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Once logged in, begin the submission process by selecting Submit New Manuscript.

Provide all information and files required. These should be clean, final versions of the manuscript and all supplementary materials accepted by the journal

Actions for ensuring compliance (7)

After depositing the Author Accepted Manuscript (AAM) or Final Published Article (FPA), **track the compliance of your publications proactively using the My Bibliography tool** (part of your MyNCBI account). By regularly monitoring your compliance status, you can avoid delays and possible issues with non-compliance down the road.

Step	Description
 Deposit Files	Step 1: A manuscript may be submitted by the author, the PI, the publisher, or another third party. Third-party submitters must designate an author or a PI to serve as the Reviewer for an NIHMS submission. In these cases, the Reviewer will receive notification of the deposit via e-mail.
 Initial Approval	Step 2: The Reviewer reviews the submission, confirms or adds associated funding, and either rejects or approves the material for processing in NIHMS.
 NIHMS Conversion	Step 3: NIHMS staff reviews the approved files for completeness, and complete submissions are converted to archival XML. The PMC-ready documents (Web and PDF versions) are checked to ensure they accurately reflect the submitted files. An e-mail notification is sent to the Reviewer when the record is available for final review.
 Final Approval	Step 4: The Reviewer reviews the PMC-ready documents (Web and PDF versions) and either requests corrections or approves them for inclusion in PMC. Final Approval is required to complete manuscript processing in NIHMS.
 PMCID Assigned	Step 5: A PMCID is assigned when Final Approval is complete and the manuscript is matched to a PubMed record.
 Available in PMC	Step 6: The manuscript is made available in PMC following the embargo period (if applicable).

Recap and reminders

- Make sure that you clearly state any NIH funding associated with your publications at the time of journal submission
- Authors must **acknowledge NIH funding** in the Author Accepted Manuscript (AAM) and the Final Published Article (FPA) and **include the required disclaimer**.
- NIH does not require a specific copyright license, allowing authors flexibility in choosing licenses as long as they meet the policy requirements.
 - Authors must agree to a standard license that mirrors the Government Use License, granting NIH the right to make the AAM publicly available through PubMed Central (PMC) on the Official Date of Publication.
- Open access publishing or payment of an article processing charge (APC) is not required for compliance, provided the AAM is submitted to PMC upon acceptance for immediate public availability. However, some publishers' policies may conflict with NIH's new publication policy.
- Authors cannot use NIH funds to pay for submission rights to PMC.
- Authors **must submit the AAM or FPA to PMC** even if the FPA already appears on the publisher's website.
- Submitting a **preprint version** of the manuscript to PMC instead of the AAM **does not meet** compliance.

NIH Guidance

- [Updated NIH Public Access Policy](#) (NIH)
- [Supplemental Guidance to the 2024 NIH Public Access Policy: Government Use License and Rights](#) (NIH)
- [NIH Public Access Policy FAQs](#) (NIH)
- [Advice for NIH Grantees: How to comply with the NIH Public Access Policy](#) (NLM)
- [Updated NIH and Publisher Guidance: What Authors Need to Know about NIH's Public Access Policy](#) (Authors Alliance)
- [Lifting of embargo period on NIH-funded manuscripts](#) (NIH)

Other Useful Links

Other useful websites and guides:

- [PMC Journal List](#) (list of Journals with an active agreement with National Library of Medicine (NLM) to make final published version of all NIH-funded articles, available in PMC). Use this website to check whether a journal has a “zero embargo” policy and whether they have a policy to deposit the final published version of all NIH-funded articles.
- [Selective Deposit](#) list of journals that deposit the Final Published Article in PMC.
- [Open Access Policy Finder](#): Searchable list of journals that publish open access
- [NIH Manuscript Submission System](#) (NIHMS)
- [Creative Commons licenses](#) (Creative Commons)
- [Federal Purpose or Government Use Licenses Fact Sheet](#) (Helios Open)
- [NIH Public Access Policy Overview](#) (Colorado State University)
- [NIH Public Access Compliance](#) (Cold Spring Harbor Library)
- [Changes to NIH Public Access Policy](#) (The Ohio State University)
- [Author's Toolkit: A Guide to Manuscript Preparation and more](#) (Albert Einstein College of Medicine)