

# Wright Center CTSA Citation and Public Access Guide

Public guidance for VCU researchers, scholars, trainees, staff, and collaborators

Updated March 2026

## Core rule

Cite a Wright Center CTSA award only when that specific award directly supported the work being reported. ***If you cite a Wright Center CTSA award in a journal article or other product, you are responsible for ensuring compliance with the NIH Public Access Policy. This includes the Open Access with no embargo requirement.***

This guide explains when to cite a Wright Center CTSA award, which award to cite, and what follows when the product is a journal article. It applies to products supported by the Wright Center Clinical and Translational Science Awards, including UM1TR004360, K12TR004364, and T32TR004362.

A product may include a journal article, poster, presentation, toolkit, software product, educational material, report, press release, or other document or public statement that describes work supported in whole or in part by a Wright Center CTSA award.

This document provides institutional guidance. It does not replace NIH rules, journal requirements, or VCU communications guidance.

## Quick decision guide

Situation	What to do
A Wright Center CTSA award directly supported the work reported in the product	Cite the specific award that supported the work.
Wright Center provided a service or resource, but the CTSA award did not directly support the work reported	Acknowledge the service or resource if appropriate, but do not cite the award as a funding source.
A Wright Center affiliated author contributed to the product, but the reported work was supported outside the scope of the Wright Center CTSA award	Do not cite the Wright Center CTSA award.
A journal article cites a Wright Center CTSA award	Use an approved PubMed Central pathway and monitor Public Access compliance.

## When to cite a Wright Center CTSA award

Cite a Wright Center CTSA award only when that specific award directly supported the work being reported.

A Wright Center CTSA award should generally be cited when one or more of the following is true:

- Personnel activity supported by the award contributed to the product.
- The award supported the experiments, analysis, infrastructure, pilot project work, scholar effort, trainee effort, or other activity described in the product.
- The product is clearly connected to the aims and approved scope of that award

A Wright Center CTSA award should generally not be cited when one or more of the following is true:

- The only Wright Center connection was limited consultation, routine service, or access to a resource
- The work reported was supported entirely by another funding source.
- A Wright Center affiliated author contributed in a role that was outside the scope of the Wright Center CTSA award.

- The product mentions Wright Center involvement for transparency or courtesy, but the award did not directly support the reported work

## Which Wright Center award should be cited

Cite the award that directly supported the work being reported. Do not list every Wright Center award connected to an author, center, or department.

If this award directly supported the work	Use this award number	Typical examples
Wright Center UM1	UM1TR004360	Infrastructure support, in scope pilot project support, core effort, or other work directly supported by the UM1
Wright Center K12	K12TR004364	Scholar effort, scholar research activity, or related products directly supported by the K12
Wright Center T32	T32TR004362	Trainee effort, trainee research activity, or related products directly supported by the T32

If more than one NIH award directly supported the work, cite each NIH award that actually supported the reported work.

For Wright Center funded pilot projects funded through the UM1, cite UM1TR004360 unless Wright Center instructs you otherwise.

## When a Wright Center service or resource does not require award citation

Not every Wright Center contribution requires award citation.

Type of Wright Center involvement	How to handle it
Direct award support	Cite the specific Wright Center CTSA award that directly supported the work.
Substantive contribution by Wright Center personnel	Assess authorship and whether the contribution was supported by a Wright Center CTSA award and within its scope. If yes, cite the award.
Service, consultation, or resource use only	Acknowledge the service or resource if appropriate, but do not cite the award as a funding source unless the award directly supported the work reported.

Examples of services or resources that may warrant acknowledgment without grant citation include platform access, routine biostatistical support, REDCap support, recruitment support, clinical research unit use, consultation, or other shared resource support when the CTSA award did not directly fund the reported work.

## What citing a Wright Center CTSA award means

### Important

If you cite a Wright Center CTSA award in a journal article, you are representing that the award directly supported the work reported in that article. That means the article should be handled as NIH supported for acknowledgment and Public Access purposes, when the article is within policy scope.

For journal articles accepted for publication on or after July 1, 2025, NIH requires a no embargo approach. Public availability in PubMed Central must occur on the Official Date of Publication.

Authors should address how they will meet the Public Access Policy requirement before submission and confirm the compliance pathway again upon acceptance.

## Journal articles and NIH Public Access

If a journal article cites a Wright Center CTSA award, take the following steps.

1. Confirm that the award citation is correct before submission.
2. Tell coauthors early that the article cites NIH support and will require Public Access compliance.
3. Review the journal or publisher pathway for PubMed Central deposit
4. At acceptance, confirm who will monitor the deposit and approval steps.
5. Follow the article through the approved pathway until the record is complete

Compliance may be achieved through an approved publisher or journal deposit pathway or through NIH Manuscript Submission, depending on the journal.

If the journal or publisher will deposit on your behalf, verify that the arrangement supports immediate public availability on the Official Date of Publication. If author approval is required, monitor email and complete the approval steps promptly.

If author submission through NIH Manuscript Submission is required, submit promptly upon acceptance and monitor the submission until the process is complete.

If your article was accepted before July 1, 2025, earlier NIH Public Access timing rules may still apply. Contact [ctsapubs@vcu.edu](mailto:ctsapubs@vcu.edu) if you need help determining which policy applies.

## Sample funding acknowledgment language

Use the sample below only when the named Wright Center CTSA award directly supported the work reported in the product.

### UM1TR004360

Research reported in this [publication or product] was supported by the National Center for Advancing Translational Sciences of the National Institutes of Health under award number UM1TR004360. The content is solely the responsibility of the authors and does not necessarily represent the official views of the National Institutes of Health.

### K12TR004364

Research reported in this [publication or product] was supported by the National Center for Advancing Translational Sciences of the National Institutes of Health under award number K12TR004364. The content is solely the responsibility of the authors and does not necessarily represent the official views of the National Institutes of Health.

### T32TR004362

Research reported in this [publication or product] was supported by the National Center for Advancing Translational Sciences of the National Institutes of Health under award number T32TR004362. The content is solely the responsibility of the authors and does not necessarily represent the official views of the National Institutes of Health.

For journal articles, the funding acknowledgment should appear in the journal's funding or acknowledgments section, as directed by the journal.

Some public statements or communications products may require additional federal funding disclosure language. When needed, coordinate with Wright Center and VCU communications.

## Sample acknowledgment language for service or resource support only

Use language like the example below when a Wright Center service or resource contributed to the work, but a Wright Center CTSA award did not directly support the work being reported.

Support was provided by the Wright Center for Clinical and Translational Research. Wright Center CTSA funding did not directly support the work reported in this product.

## Author checklist

Timing	Questions to answer
Before submission	Did a Wright Center CTSA award directly support the work? If yes, which specific award should be cited?
Before acceptance	Have all coauthors been told that the article cites NIH support?
At acceptance	What is the PubMed Central pathway for this journal article, author to confirm responsibility for monitoring compliance process
Before release	Does the product cite only awards that directly supported the work?
After release	Has Wright Center been notified, when appropriate, so the product can be tracked?

## When to contact Wright Center

- You are unsure whether a Wright Center CTSA award directly supported the work
- You need help deciding whether to cite a Wright Center CTSA award or acknowledge a service only
- A journal article cites a Wright Center CTSA award and you want help confirming the Public Access pathway
- A paper accepted before July 1, 2025 may fall under earlier Public Access timing rules
- A funding acknowledgment was omitted and you need help assessing next steps

**Contact:** [ctsapubs@vcu.edu](mailto:ctsapubs@vcu.edu)

## Key NIH resources

- **Communicating and Acknowledging Federal Funding:** <https://grants.nih.gov/policy-and-compliance/policy-topics/federal-funding>
- **NIH Public Access Policy Overview:** <https://grants.nih.gov/policy-and-compliance/policy-topics/public-access/nih-public-access-policy-overview>
- **NIH Public Access:** <https://grants.nih.gov/policy-and-compliance/policy-topics/public-access>
- **Submitting to PubMed Central:** <https://grants.nih.gov/policy-and-compliance/policy-topics/public-access/submitting-pubmed-central>
- **Wright Center Cite and Submit page:** <https://ctr.vcu.edu/cite-submit/>
- **VCU Health Sciences Libraries Resource Guide:** <https://guides.library.vcu.edu/nih-public-access>