**HRA Open User Guide for Awardees**

*HRA Open* is a web-based service sponsored by the Health Research Alliance (HRA) that promotes open access by linking your award information with PubMed Central so you can deposit peer-reviewed publications. It goes one step further by providing an additional space to upload and share other materials related to your project, including figures, datasets, preprints, presentations, and other research outputs. One of the benefits of being an awardee of a member of the HRA is access to *HRA Open*. Details about PMC and this partnership can be found [here](#).

To begin, follow the steps below to create an *HRA Open* profile and link your awards. This linkage is critical. Only when you have linked your awards can your information be sent to the National Library of Medicine (NLM). Once your information is sent to the NLM, publications from your award can then be identified through your My NCBI account and be deposited into the NIH Manuscript Submission System for inclusion into PubMed Central. Thanks to a partnership between NLM and HRA, NLM accepts manuscript deposits from awards made by HRA member organizations with publication access policies.

**STEP 1: AT THE TIME OF THE AWARD**

Create an *HRA Open* Profile

Shortly after you receive notice of your award, your funder will send you an email notification that your award information has been added to HRA’s awardee database, known as HRA Reporter. The only way to sign up to the *HRA Open* portal is via the unique link sent in this email. If you have not received an email from your funder by the time of publication, please contact them directly. Please note the invitation may go to Clutter, Spam or Junk folders. The link should take you to the screen below and invite you to connect funding and submit data to *HRA Open*.
March 2021

**For users with a My NCBI account:** If you already have a My NCBI account and have linked a Google account to it, link the same Google account to *HRA Open* as used in your My NCBI profile.

**For users without a My NCBI account:** If you are new to My NCBI and *HRA Open*, you do not have to use the same email address where the invitation was sent. You also do not have to use a Google account. However, you will need to follow the instructions below to link a Google account before you can link grants to your profile.

After your initial login, you can return to *HRA Open* using these details at [http://hraopen.healthra.org](http://hraopen.healthra.org).

### Link Awards to Your Profile

Use the search and filters to find your awards. You can search by project title, award code (aka award ID or grant number), or principal investigator. Clicking the **+ link award** button on the right will load the award details page and allow you to confirm identification. It is highly recommended that you check the details of each award before attaching them to your account.

Once you have identified your correct award, click the 'Confirm & link' button at the bottom to have the award linked to your profile.
In vivo-like 3D system to assess stroma permissiveness in tumor cell invasion

Abstract
The fourth cause of cancer death in the USA is pancreatic cancer. About 37,680 patients will be diagnosed with this cancer in 2008 but only 15-20% of them will be identified as potentially resectable, while in reality only 10-15% of the potentially resectable individuals will be alive 5 years after diagnosis. Thus far, traditional treatment targeting pancreatic cancer has had little impact on clinical outcomes. Pancreatic cancer contains a characteristic connective tissue or stroma reaction known as desmoplasia that constitutes most of the tumor mass, while the epithelial cancer cells comprise only a fraction of this mass. It is accepted that desmoplasia promotes cancer growth and invasion. Fibroblasts are cells responsible for modifying and making the stromal extracellular matrix (ECM). During desmoplasia the ECM is modified while fibroblasts are activated. We believe that by understanding how fibroblasts react to tumor progression during desmoplastic activation we could, in the future, inhibit this process in order to contain pancreatic cancer progression and invasion. Due to a lack of a suitable physiologic experimental system, very little is known about fibroblastic stroma progression during tumor growth and invasion. Since we have historically utilized assorted fibroblasts for the production of physiological 3D ECMs, we propose to use human pancreatic fibroblasts from progressive stages of

Note: Once you link an award to your profile, only the funder can unlink it. Please contact the funder if you need them to unlink an award from your profile. Once awards are linked to your profile, they will display at the top of your profile page.

Since your funder is an HRA member organization who has registered with NLM to accept awardee publications for deposit into PMC, these links will be automatically sent to NLM to populate your My NCBI profile. Publications should be visible in your profile about a day after the link is made. While you may wish to retroactively enable access to publications linked to previous awards, this may not be possible unless that is a requirement for those awards. For retroactive compliance, please contact your funder’s point of contact for those past awards.

STEPS FOR SUBMITTING RESEARCH PRODUCTS
(not via PubMedCentral)

Use HRA Open to submit research products that have resulted from your awards. For example: datasets, images, charts, graphs, videos, code, presentations, posters, preprints, etc. You may also upload supporting materials (e.g. data sets) for publications previously made public and include a URL for the location of the existing publication (e.g. link to publisher's website) as a reference. This feature is particularly useful if your funder has a data sharing policy. Research products may be uploaded in the original file format without needing to convert to a PDF, Word, Excel, etc. Please note that your funder may have specific guidelines or requirements as to what you should or are required to make public. Please refer to the funder’s award agreement or contact them directly if you have questions.
March 2021

Choose the funder who supported the research product and upload files:

Please select the funder associated with your research products
(select the relevant funder, only one selection allowed)

- ALS Association
- Alzheimer's Association
- Alzheimer's Drug Discovery Foundation
- American Association for Cancer Research
- American Brain Tumor Association
- American Cancer Society
- American Diabetes Association
- American Epilepsy Society
- American federation for aging research
- American Heart Association
- American Lung Association
- American Society of Hematology
- Arnold and Mabel Beckman Foundation
- Arthritis Foundation
- Arthritis National Research Foundation and American Federation for Aging Research

Fill in the form to provide meaningful metadata to your submission:

- Title: HRA Open Awardee Guide text only.docx
- Item type: Dataset
- Authors: Add all authors by name, full name or ORCID. Hit enter after each.
- Categories: Select categories
- Keywords: Add keywords for easy discovery. Hit enter after each
- Description: Describe your data as well as you can. Formatting is preserved when pasting from other sources and counts towards character limits.
- Reference: Link to references or related content
- Licence: CC BY 4.0
- Grant ID: Funder-provided Grant ID

Use this form to edit all information related to your data. Please be as descriptive as possible. The file upload is independent from the rest of the form, so you don’t need to save an upload. This message will be replaced with helpful tips and suggestions as you begin interacting with the form.
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Then hit Submit! Your submission is then sent to your funder for review and approval before posting. They may contact you for further information, or publish your submission immediately depending on their policy.

All public submissions can be found on [http://hra.figshare.com](http://hra.figshare.com). Click 'Discover research from Health Research Alliance' to filter by funder.
STEPS FOR DEPOSIT OF YOUR PUBLICATIONS TO PUBMED CENTRAL

The flowchart below provides an overview of the steps needed to achieve compliance with your funder if they require you to submit your paper to PMC. Step 1 instructions were provided above. More detailed instructions as well as screenshots for subsequent steps can be found from the NCBI website at: https://www.ncbi.nlm.nih.gov/pmc/about/submission-methods/

Please note that HRA Open cannot itself be used to deposit of publications into PubMed Central. However, linking your awards in HRA Open is a requirement to subsequently deposit award publications into PMC and is covered in Step 1 instructions above. Once you go through Steps 2 & 3 with your publisher to submit your paper to PMC, you will then be ready for Step 4.

Once you have registered a Google account at HRA Open, (Step 1 above) follow the steps below to deposit an HRA member-funded publication into PMC and identify it as such via My NCBI.
The NIH Manuscript Submission System (NIHMS) enables investigators to:
1. Add a citation (PubMed or other citation) to My Bibliography
2. Add an award from an HRA member organization to a citation
3. Ensure a paper is submitted to PMC (via author submission through NIHMS not direct submission by the publisher)

Questions about the NIHMS system or author manuscript submission process should be sent to nihms-help@ncbi.nlm.nih.gov.

There are two options for linking accounts:
- Users can link their accounts from the main dashboard where they can access their bibliographies.
- Users can link their accounts from the Settings page in My NCBI.

Awardees can access the NIHMS by clicking the “Google Account” for HRA awardees on the NIHMS homepage.

More information on the NIHMS process can be found in the NIHMS FAQ and on the NIHMS tutorial page.
STEP 2: SUBMITTING YOUR MANUSCRIPT TO A JOURNAL FOR REVIEW

Awardees should endeavor to make publishers aware of the access conditions associated with their funded research at the earliest possible juncture. The following letter may be included during the manuscript submission process for these purposes. This notification should not influence acceptance of your article by any reputable journal.

Dear [Editor Name],

Enclosed is a manuscript to be considered for publication in ________________ [Journal Name]. FUNDER has provided funding for the research reported in this manuscript and therefore its publication must comply with the FUNDER'S “Policy on Public Access to Published Research” ([URL link to policy]).

In order to ensure compliance with the funder’s policy I, as corresponding author on behalf of all the authors, am retaining the rights to:

• Provide a copy of the final manuscript, including all modifications from the publishing and peer review process, to the National Institutes of Health’s PubMed Central (PMC) database at the time the manuscript is accepted for publication; and

• To authorize the National Institutes of Health to make such copy of the manuscript available in digital form for public access in PMC no later than 12 months after publication.

By accepting this manuscript for review, ________________ [Publisher Name] accepts these terms and agrees that the terms of this agreement are paramount and supersede any provisions in any publication agreement for this article, already signed or to be signed at a later date that may conflict.

_________________________________________________

(Signature of corresponding author on behalf of all authors)

Note that awardees should keep a copy of this cover letter in the event of a future copyright dispute.

STEP 3. RETAIN THE RIGHT TO MAKE PAPER AVAILABLE IN PMC

Awardees should ensure that the publication agreements they sign upon a journal’s acceptance of the manuscript is consistent with their funder’s access policy. The terms vary widely across publishers.

If the agreement does not provide for your right to make the article publicly available in PubMed Central no later than 12 months after the official date of publication, you will need to adapt it. The following is an example of the kind of language you can add to a publication agreement:

“As an author whose research is funded in part or in whole by FUNDER, I am obligated as a condition of my award to reserve certain rights. The Journal therefore acknowledges that the Author retains the right to provide a copy of the authors’ final manuscript, including all modifications from the publishing and peer review process, to PubMed Central at the NIH upon acceptance for Journal publication for public archiving as soon as possible but no later than 12 months after publication by Journal.
[Publisher Name] accepts these terms and agrees that the terms of this agreement are paramount and supersede any provisions to the contrary any publication agreement for this article, already signed or to be signed at a later date that may conflict.”

This can be appended to the end of the publication agreement and returned to the publisher. In the unlikely event the journal refuses a modification of their standard agreement, you should reiterate the conditions of your funding and remind them that the requirement is similar to that of the National Institutes of Health, HHMI, and many other funders. There is no evidence of financial or other material harm to publishers as a result of embargoed free public access to research articles. If the publisher still refuses, please contact your funder for assistance.

Awardees should keep a copy of any publication agreement modifications in the event of a future copyright dispute. Your funder may require that you submit the final Publication Agreement as part of your routine progress reporting.

Submitting the SPARC Author Addendum (http://www.arl.org/sparc/author/) with the publication agreement is another option that reserves the author’s right to publicly display the article in any medium for non-commercial purposes.

**STEP 4: SIGN INTO MY NCBI VIA GOOGLE**

Investigators can log in using the "Log in again with Google account" button, which they will see if they have previously logged in with that route before. Otherwise, use the Google Account button to log into NCBI with the same Google account used in HRA Open. The NIH Manuscript submission team has developed a login tutorial which can be found at: https://www.nihms.nih.gov/help/tutorials/.

Once an HRA account with awards has been successfully linked in the main page of your NCBI account, follow the link to "Manage my Bibliography." Make sure you see the HRA indicator at the top of page on your Bibliography. You can find updated guidance, instructions, and screenshots for My Bibliography at: https://www.ncbi.nlm.nih.gov/books/NBK53595/.

If you need assistance, contact the NLM/NCBI nihms-agency-support at: nihms-agency-support@ncbi.nlm.nih.gov

Remember: You can always search for articles deposited into PMC via this partnership here.