

Dear friend,

To celebrate **ACE International Consultants’ 25th Anniversary**, we are preparing the publication of a **book on aid development and cooperation**, where our internal staff, the consultants we have worked with and the International Institutions and Beneficiaries we have worked for are welcome to participate on.

The book will be divided in the following subjects, corresponding to our main areas of expertise:

- Economic Development, Trade and Competitiveness.
- Public Finance Management.
- Social Development: education, health and employment.
- Water and Sanitation.

We would like to invite you to participate in this Project by **writing a short essay** on one of the previous subjects, with a **maximum length of 8 pages** (that is, around 4000 words). The articles will have to be written either in English, French or Spanish.

The essays will have to be sent to Clara Menéndez at cmenendez@aceconsultants.eu before **Saturday, 31st of May 2014**. After the reception of all the articles, we will proceed to the selection of those that will be published, and to their edition.

Kindly find here below the Guidelines to the preparation and submission of these essays.

Please, do not hesitate to contact me should you have any queries. I will be happy to be of further assistance.

We are looking forward to your collaboration!

Many thanks and kind regards from Madrid,

Clara Menéndez

GUIDELINES FOR WRITING AND SENDING PAPERS

ACE International Consultants’ 25 Anniversary

Possible subjects	<ul style="list-style-type: none"> - Economic Development, Trade and Competitiveness. - Public Finance - Social Development: education, health and employment. - Water and sanitation
Maximum length	4000 words (around 8 pages)
Admitted languages	<ul style="list-style-type: none"> - Spanish - English - French
Deadline for submission	Saturday, 31st of May 2014
Send to	cmenendez@aceconsultants.eu subject “Publication 25 Anniversary”

Every paper will have to be sent together with the **author's personal details**, including a short updated CV, email and telephone.

The articles will have to be written so that they can be understood by the average reader. Hence, should it be necessary to include graphs, these will have to be clear enough, specifically indicating the measurement units used, as well as its source or other explanatory notes at its foot.

Every abbreviation used will have to be clarified, at least when used for the first time even in the bibliography or graphs. The footnotes will always have to be as short as possible and will be numbered using Arabic numbers. Bibliographic references within the text will include the author's last name in capital letters, publication year and relevant pages (i.e. HERRERA (1974), pp. 10-12). These will not be included as footnotes or as notes at the end of the document. They will be indicated in a specific section at the end of the paper, in alphabetical order, as follows: (a) Author's last name and first letter of the name; (b) year of publication between brackets; (c) title of the paper and book or journal's name in italics; (d) volume, number and pages of the publication. Example:

DUFLO, E. (2004). The medium run effects of educational expansion: evidence from a large school construction program in Indonesia. *Journal of Development Economics*, 74(1), 163-197

ACE International Consultants reserves the right to introduce editorial or format changes, as considered convenient. Before publishing the article, a gallery proof will be sent so the author can introduce minor changes, always about the content of the article (not editorial changes), within the established deadline. Once this period has passed without any further comment from the author, we will understand that he/she agrees with it and we will proceed to its publication.

The submission of papers to the Evaluation Committee implies the compromise on the Author's behalf of not submitting this article to any other Journal, firm or Institution requiring an exclusivity clause.