Mission Statement

The Editors of The Journal of Sustainable Real Estate are dedicated to working with scholars in existing and emerging markets to produce high quality papers to expand knowledge in the field of sustainability and the built environment.

Journal Objectives

The Journal of Sustainable Real Estate (JOSRE) is an official publication of the American Real Estate Society (ARES) family of journals. JOSRE publishes one volume a year. The journal is committed to open access publication.

JOSRE is committed to publishing the highest quality analytical empirical research that is useful to business decision-makers in the fields of sustainable real estate development, economics, finance, investment, law, management, marketing, secondary markets, and valuation.

Theoretical papers that fail to provide testable or policy implications are discouraged. Data used in empirical research must be thoroughly documented and sufficient details of computations and methodologies provided to allow duplication.

The Editorial Board of JOSRE is interested in expanding the frontiers of scholarly real estate research and is willing to work with authors in developing new and exciting ideas.

Please visit http://www.josre.org for the most up-to-date information on the Journal.

Topics and potential questions of interest include, but are not limited to, the following:

• Corporate green and sustainable strategies and policies
• Environmental contamination and offsite effects
• Evaluating financial benefits of retrofits and improvements
• Financing, insurance, and valuation issues
• High-performance building systems; productivity and design
• Net zero and living building challenge case studies, strategies, and lessons learned
• Philosophical and definitional changes in green over time
• Regulatory issues promoting or inhibiting real estate sustainability
• Residential green and sustainable strategies and policies

Special Note

Authors are strongly advised to review a recent issue of the JOSRE to confirm that their manuscript is in the style the Journal requires prior to submission.
POLICIES
As of January 30, 2018. Listed in alphabetical order.

Archiving Policy
From the American Real Estate Society’s By-Laws and Organizational Procedures (Revised 4/15/2015) Article V Section 5.5. 5.5 Handling of Manuscripts: 5.5.3.3. “Disposition of four copies of every paper; three are for distributing to reviewers; one is kept in the file. Distributed copies may be electronic.” 5.5.3.5 “The individual file for each paper should be retained for at least one year after mailing the final decision to the corresponding author.” In practice Allen Press web platform serves as repository containing records’ history.
Source: www.ARESnet.org

Article Retraction and Correction Policy
JOSRE relies on our reviewers to vet major issues with the methodology of submissions as well as the Associate Co-editor’s oversight during the review process. Authors and editors are expected to carefully review final galley proofs. It is a two-step process. Both authors and editors separately are expected to review for errors. Authors and editors have an opportunity to make changes to a manuscript prior to final publication during galley proof stage. If outsiders wish to contest the validity of findings, their brief notes may be published in letter to editor in subsequent issue at the discretion of Senior Editor. This would further allow the original author(s), to respond, should they choose. Articles will only be retracted in the case of verification that the data was falsified. In the unlikely case this were to occur, matter would be brought before the publication director of ARES to determine if in this case a retraction is warranted. The publication director will determine the next course of action.

Copyright Policy
From the American Real Estate Society’s By-Laws and Organizational Procedures (Revised 4/15/2015) Article V Section 5.6. Copyrights and Royalties. 5.6.1 “The copyright to any and all articles published shall be owned by and reserved to the Society.”. 5.6.2 “Any paper that has been previously copyrighted will not be placed in review or published in journal.” 5.6.3 “The ARES copyright is not to be relinquished, although permission to reprint an article may be given. If the request does not involved a royalty, the editor may give this permission directly and without the author(s) permission.” 5.6.6 “Any reprint of a JOSRE article is to be acknowledged as follows “Reprinted from the Journal of Sustainable Real Estate, (20xx), Volume , pp with permission of the American Real Estate Society”.
Source: www.ARESnet.org
Editorial and Review Policy

After a manuscript is submitted, the Senior Editor reads each submitted manuscript to decide if topic and content of the paper fit the mission and objectives of JOSRE. Appropriate fit manuscripts through desk review process are then assigned by the Senior Editor to one of the Associate Co-Editors. The Associate Co-Editor upon reading the manuscript then sends the manuscript out for a double-blind peer review process to at least two reviewers. At least one of the blind reviews is an editorial board member.

The Associate Co-Editor upon receiving evaluation form and comments back from reviewers then determines if manuscript should be accepted, accepted with major revisions, accepted with minor revisions, or reject. If there is a split vote, the manuscript may go out to a third reviewer for tie break. An associate Co-Editor may also act as third reviewer solely for the purpose of a tie break, if needed. Once the paper has been resolved, the Senior Editor confirms Associate Co-Editor’s decision regarding final decision for publication. Senior Editor has final oversight over accepted papers. Senior Editor weighs in on and balances the decision when there is a split vote between the blind reviewers. The Associate Co-Editor sends a decision letter that provides author(s) with blinded reviewer forms, including the original peer review.

Open Access Licensing Policy

JOSRE has a Creative Commons Attribution License that permits unrestricted use, distribution, and reproduction in any medium, provided the original author and source (JOSRE) are credited.

Publication Ethics Policy

Two questions are asked to all authors upon submitting a new manuscript via Allen Press website to JOSRE. 1) Do you attest the work is your own? 2) Have you ever published any portion of this elsewhere? JOSRE requires that the research be original and that the author attests in writing this statement before being able to proceed to submit the paper. JOSRE’s ethical policy also does not allow any co-author to be able to review a manuscript.
Publication Ethics and Malpractice Statement


The Journal of Sustainable Real Estate is dedicated to following best practices on ethical matters. The prevention of publication malpractice is an important responsibility of the editorial board. Any kind of unethical behavior is not acceptable and the Editors of this journal will not tolerate plagiarism in any form.

The following duties outlined for editors, authors, and reviewers are based on the COPE Code of Conduct for Journal Editors, AERA Code of Ethics, and APA Publication Ethics as of January 30, 2018.

Duties of Editor:

1. **Publication Decisions**: Based on the review report the editor has complete responsibility and authority to accept, reject, or request modifications to the manuscript.

2. **Review of Manuscripts**: Each editor must ensure that each manuscript is initially evaluated by the editor for originality, making use of appropriate software to do so. Following desk review, the manuscript is forwarded blind peer review to the Co-Editor who will make a recommendation to accept, reject, or modify the manuscript.

3. **Fair Review**: The editor must ensure that each manuscript submitted to JOSRE is reviewed for its intellectual content without regard to sex, gender, race, religion, citizenship, etc. of the authors.

4. **Confidentiality**: The editor must ensure that information regarding manuscripts submitted by the authors is kept confidential.

5. **Disclosure and Conflicts of Interest**: The editor of JOSRE shall not use unpublished materials disclosed in a submitted manuscript for his/her own research without written consent of the author.

6. **Errata Information**: The editor must publish errata pages or make corrections when needed.

7. **Ethical Guidelines**: The editor shall ensure that all research material they publish conforms to internationally accepted ethical guidelines (www.publicationethics.org)

8. **Proof of Misconduct**: The editor should not reject papers based on suspicions, they should have proof of misconduct.

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Duties of Authors

1. Publication guidelines: Authors must follow the submission guidelines of the journal.

2. Original Work: Authors must ensure that they have written entirely original work. Authors must certify that the manuscript has not previously been published elsewhere.

3. Multiple Submissions: Authors must certify that the manuscript is not currently being considered for publication elsewhere.

4. Peer Review Process: Authors must participate in the peer review process.

5. Authorship of the Paper: All authors mentioned in the paper must have significantly contributed to the research. Justification for more than four authors on a paper must be explicitly set forth.

6. Data Access and Retention: Authors may be asked to provide raw data related to their manuscript for editorial review and must retain such data through one year following publication.

7. Authenticity of Data: Authors must identify all sources used in the creation of their manuscript. Authors must state that all data in the paper are real and authentic.

8. Conflict of Interest: Authors must notify the Editors of any conflicts of interest.

9. Fundamental Errors: Authors are obliged to provide retractions or corrections of mistakes at any point of time if the author(s) discovers a significant error or inaccuracy in submitted manuscript.

10. Research on Human Subjects: When appropriate, all authors must cite approval by an institutional review board (IRB) for research on human subjects.

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Duties of Reviewers

1. **Confidentiality:** Reviewers should keep all information regarding papers confidential and treat them as privileged information.

2. **Acknowledgement of Sources:** Reviewers must ensure that authors have acknowledged all sources of data used in the research.

3. **Standards of Objectivity:** Reviews should be conducted objectively, with no personal criticism of the author (see manuscript review rubric and reviewer form).

4. **Supporting Argument:** Reviewers should express their views clearly with supporting arguments.

5. **Plagiarism, Fraud and Other Ethical Concerns:** Reviewers should let the editor know if you suspect/find that a manuscript is a substantial copy of another work, citing the previous work in as much detail as possible.

6. **Relevant Work:** Reviewers should identify relevant published work that has not been cited by the authors.

7. **Conflicts of Interest:** Reviewers should not review manuscripts in which they have conflicts of interest resulting from competitive, collaborative, or other relationships or connections with any of the authors, companies, or institutions connected to the papers.

8. **Promptness:** In the event that a reviewer feels it is not possible for him/her to complete review of manuscript within stipulated time then this information must be communicated to the editor, so that the manuscript can be sent to another reviewer.

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GUIDELINES

Author Submission Requirements

Please be aware that membership in the American Real Estate Society is not required for submission, acceptance, or publication in the Journal of Sustainable Real Estate. No fees are charged to authors to review or publish manuscripts in the JOSRE.

Submitted manuscripts should be original research and the names appearing on the manuscript should be that of the individual(s) who conducted the research. The manuscript should not be under review simultaneously at another journal nor substantially resemble those that are under review at another journal.

All papers are subject to anonymous double-blind review by practicing academic faculty and professionals. Articles must be written to be understandable by institutional real estate investors. Applied empirical studies will be given preference, though case studies are also encouraged for submission.

Authors should submit a manuscript that is double-spaced and paginated. All pages, except for the cover page, should be numbered consecutively.

The cover page, which will be removed before the manuscript is sent to a blind reviewer, must contain the following:

1. Title
2. All substantially contributing authors’ title, full names, and their affiliations (mailing addresses, phone numbers, and email addresses)
3. Four to six keywords
4. Abstract

The JOSRE only accepts online submissions through our publisher, Allen Press’ website. This process requires:

1. Cover letter to the attention of Dr. Roby Simons, Senior Editor
2. Article MS Word version as intended layout for publication (with authors names allowed throughout).
3. Article MS Word version as required for blind peer-review process (with all names and identifying information removed from title page, acknowledgements, metadata in file name, etc.). Please save this version as *Manuscriptwoauthorsnames.

If this is author’s first time using the JOSRE web-platform, will need to create a username and password with Allen Press. Please use this link for all manuscript submissions, http://www.editorialmanager.com/josre/default.aspx. All questions regarding manuscript submission should be directed to Ms. Amelia S. Caldwell at: A.S.Caldwell@csuohio.edu.
Abstract

An abstract of not more than 100 words is required.

Acknowledgment

Authors may include a brief acknowledgment. It should appear after the references.

Endnotes

Endnotes in the text must be cited consecutively. They should be double-spaced and appear on a separate page. Avoid numerous and lengthy endnotes.

Exhibits

Illustrations must be titled and numbered consecutively as exhibits with Arabic numbers. Please check that the text contains a reference to each exhibit. Verify that all numerical amounts add up to totals shown in the tables and that significant digits are rounded to no more than three numbers. All figures need to be sharp, clear, and laser-quality. Authors are encouraged to utilize color.

Headings

Primary, secondary, and tertiary heading should be indicated by numbering or in outline fashion (i.e., I, II, A, B, i, ii, etc.). Such outlining/numbering is for editorial purposes only and will not appear in print.

Keywords

A minimum of four and maximum of six key words are required to be submitted on title page.

References

References must be presented alphabetically by the last name of the author and be double-spaced. References must be dated, and the citations in the text must agree. Only those references cited within the text should be included. The references must fit the following format:


